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# Alberta
# Business

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# SERVICES TO ALBERTA BUSINESS

## A Guide to Federal, Provincial and Other Business Programs

1984

Research and Analysis
Small Business Division
Alberta Tourism and Small Business

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# INTRODUCTION

This directory of services and programs provided to businesses and commercial enterprises, existing or intending to exist in Alberta, represents a compendium of federal,provincial and other services available as of March 31, 1984.

Immediately following this foreword is a Key Word Index that will guide the reader to the program descriptions. Following this Key Word Index is an alphabetical list of all services and also a list of services by specific agency or department. With this format, the reader can find the information either by specific subject or by agency.

Appendices I-IV list associations and societies, economic development officers, communities, and Alberta Government Foreign offices which may be of interest to businesses.

Information contained in this directory has been obtained in writing or by telephone from hundreds of agencies and organizations and is believed to be accurate. While this directory attempts to provide a comprehensive summation of all business-related programs and services, the nature of the programs may change quickly. A contact point is provided for each service or program description to assist interested parties in obtaining additional information.

If further assistance is required regarding this directory, please contact:

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Canadian Livestock Feed Board
Canadian Patents and Development Ltd.
Canadian Radio - Television and
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Canadian Transport Commission
Canadian Wheat Board
Canola Council of Canada
Carnet Canada
Communications Canada
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Consumer and Corporate Affairs Canada
Crown Assets Disposal Corporation
Defence Construction Canada
Economic Council of Canada
Employment and
  Immigration Canada
Energy, Mines and Resources Canada
Environment Canada
Export Development Corporation
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Office of Overseas Projects
Patents and Developments Canada
Public Service Commission
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Tourism Canada
Transport Canada

# Provincial Programs

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Banff School of Advanced Management
Consumer and Corporate Affairs
Culture
Disaster Services
Economic Development
Education
Energy and Natural Resources
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Hospitals and Medical Care
Housing
Labor
Labor Board
Local Authorities Board
Manpower
Municipal Affairs
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Northern Alberta Institute of Technology (NAIT)
Public Utilities Board
Recreation and Parks
Research Council
Social Services and Community Health
Solicitor General
Southern Alberta Institute of Technology (SAIT)
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### Product Development Program (PDP)

Financial assistance to Alberta manufacturers who wish to develop new products or improve the design of existing products. PDP is for projects not normally exceeding total cost of $30,000. The program provides a maximum of 75% of eligible project costs. Eligibility: Alberta manufacturing companies with market and product development potential, positive management commitment to growth and the ability to implement project recommendations.

*Alberta Economic Development, 10th Floor Sterling Place, 9940 - 106 Street, Program Manager, Product Development Program, Industry Development Branch, Edmonton, Alberta T5K 2P6. Phone: (403) 427-2006.*

### Canada Manpower Mobility

Provides assistance to enable workers whose skills are not needed in their home area to seek and accept employment in the nearest area where their skills are in demand. This will be of benefit to small employers who require skills available in Canada, but not available in the near vicinity.

*Contact your local Canada Employment Centres*

### Employer/Employee Consultation Service

Financial incentives are available to encourage consultation between employers and their employees to deal jointly with the manpower side of company planning and to find ways of preventing or overcoming problems connected with technological updating, high employee turnover, plant relocation, declining productivity or other disruptions. Eligibility: Employers.

*Employment and Immigration Canada, Manpower Consultative Service, Place du Portage, Phase IV, Ottawa, Ontario KIA OJ9. Phone (819) 994-2591 or Contact your nearest Canada Employment Centre.*

### Employers' Subsidies - Industrial Training for Employees

The federal government reimburses employers for all training costs incurred and a generous portion of wages paid to trainees for approved employee training projects. Eligibility: Industrial employers.

*Employment and Immigration Canada, Training Branch, Place du Portage, Ottawa, Ontario KIA OJ9. Phone: (819) 994-2332 or contact your nearest Canada Employment Centre.*

### National Industrial Training Program

This program, administered by the Canada Employment and Immigration Commission (CEIC), includes Critical Trades Skills Training (CTST) and General Industrial Training (GIT). CTST covers the training of workers whose skills are or will be in critically short supply, such as tool and die makers. CTST can cover training up to a maximum of 104 weeks for the more highly-skilled trades. GIT concentrates on training workers for other current or future demand occupations, retraining workers affected by new technology and industrial change, training unemployed women in traditionally male occupations and training adults with special needs. The maximum weeks under GIT-covered training are 52. This program will specifically benefit small employers unable to provide training for their workers in more complex occupational skills.

*Contact your local Canada Employment Centre.*

### Unemployment Insurance

Supplemental Unemployment Benefits provide an extra level of support to employees when they are off work because of illness, pregancy or a temporary shortage of work. Premium Reduction Plans allow employers to reduce U.I. premium rates through operating their own U.I. approved wage loss plans for illness or maternity. Eligibility: Employers.

*Contact your local Canada Employment Centre or contact Coverage Division, Employment and Immigration Canada, Place du Portage, Ottawa/Hull, Ontario KIA OJ9.*

### Canadian Oil Substitution Program

A grant is available to assist residential and commercial establishments convert from oil heating to natural gas or renewable energy sources.

*Energy, Mines and Resources Canada, Conservation and Renewable Energy Office, 200 Grandin Park Plaza, 22 Sir Winston Churchill Avenue, St. Albert, Alberta T8N IB4.*

### Class 34 - Accelerated Capital Cost Allowance

This program provides an accelerated capital cost allowance against corporate taxable income for a range of conservation and renewable energy equipment. It is applicable to business and industry and covers equipment or systems designed to recover energy, reduce energy waste, or utilize renewable/alternate energy sources. Capitalized costs of equipment and installation in new or retrofitted facilities are eligible.

The allowance is a "fast-write-off" of machinery and equipment that forms part of a system as listed in Class 34 of the Income Tax Regulations. In these regulations, eligible assets which save energy or use renewable sources of energy can be written off over: 1) two years if acquired within the eligible period but before November 12, 1981 (up to 50% in the first year and the balance in any subsequent year). 2) three years if acquired within the eligible period but after November 12, 1981 (up to 25% in the first year, up a further 50% in the second year and the balance in any subsequent year).

To qualify, an asset must be acquired before 1985 and have been purchased by a Canadian taxpayer for use in a business in Canada, and be certified by the Minister of Energy, Mines and Resources.

Assets that qualify under Class 34 include equipment incorporated in systems used for the purposes of:- heat recovery, small scale hydro-electric generation, active solar heating, heat generation by combustion of a fuel other than oil including municipal and wood wastes, and cogeneration of heat and electricity.

*For further information on this program, contact: Industrial Energy Division, Energy Conservation and Oil Substitution Branch, Energy, Mines and Resources, Canada. Phone: (613) 995-9447.*

### Energy Management Program

Consulting assistance can be obtained under this program by commercial and industrial energy users who have significant potential for energy savings as identified in an energy audit, and who require further specialist assistance prior to being able to take action. The program offers financial assistance towards the cost of retaining a consultant. Workshops are also supported, focusing on real case studies and energy management principles for specific consumer groups.

*Conservation and Renewable Energy Office, Energy, Mines and Resources Canada, 200 Grandin Park Plaza, 22 Sir Winston Churchill Avenue, St. Albert, Alberta T8N IB4. Phone: (403) 420-4035.*

### Energy: Research and Development

The Office of Energy Research and Development is responsible for policy, strategy, and administration for an interdepartmental program covering research and development in conservation, new liquid fuels, renewable energy, nuclear energy, coal, heavy oils, oil and gas, and electricity. Resources for research and development projects, under the interdepartmental program, are allotted by EMR on the recommendation of the Interdepartmental Panel on Energy R&D to participating federal research organizations. They contract much of the work to the Canadian private sector R&D performers through cost-shared programs, such as the Industry Energy Research and Development Program, and through grants, contributions, and contracts.

*Office of Energy Research and Development, Research and Technology Sector. Phone: (613) 995-9351.*

### Industrial/Commercial Solar Program

Proposals are invited from establishments seeking assistance in installing solar process water, space and domestic hot water heating.

*Conservation and Renewable Energy Office, Energy, Mines and Resources Canada, 200 Grandin Park Plaza, 22 Sir Winston Churchill Avenue, St. Albert, Alberta T8N IB4. Phone: (403) 420-4035.*

### National Energy Audit Program

This program will assist industrial and commercial establishments to identify areas of energy waste and to plan and implement corrective measures. This program will be implemented through Federal and Provincial programs aimed at encouraging energy conservation in industry and commerce. All industrial and commercial businesses will be eligible for on-site energy audits and follow-up consultant advice grants. Eligibility: All industrial and commercial businesses.

*Energy Audits: Energy Conservation Branch, Alberta Energy and Natural Resources, 2nd Floor 10010 - 106 St., Edmonton, Alberta T5J 3L8. Phone: (403) 427-3590. Consulting Assistance Grant Program: Energy, Mines and Resources, Conservation and Renewable Energy Office, 200 Grandin Park Plaza, 22 Sir Winston Churchill Ave., St. Albert, Alberta T8N 1B4. Phone: (403) 420-4035.*

### Natural Gas Fueling Station Contribution Program

This program is designed to encourage the establishment of a network of retail natural gas fueling facilities throughout Canada to stimulate the use of natural gas. The program will provide assistance to approved applicants through a taxable contribution of up to $50,000 for up to 50% of the eligible capital costs of installing a natural gas fueling facility, which costs in the neighbourhood of $250,000. Applications will be reviewed twice yearly by an internal panel and assessed in accordance with the following factors:

— geographic distribution of natural gas fueling facilities;
— capacity to dispense gasoline, diesel or other fuels;
— hours of operation of the fuel dispensing service;
— size of station lot, access, historical volume of gasoline/diesel sales, etc;
— the extent to which eligible capital equipment is manufactured in Canada;
— the availability and qualification of the applicant for other public sector contributions.

Eligibility: Corporations, individuals or organizations permanently resident in Canada, except for federal and provincial government departments, agencies and Crown Corporations (other than financially independent federal Crown Corporations as determined by Treasury Board).

*Transportation Energy Division, Energy, Mines and Resources, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-5415.*

### Natural Gas Vehicle Program

Designed to encourage the use of natural gas in vehicles by offsetting the cost of vehicle conversion. The program offers taxable contributions to both commercial users and private consumers of up to $500 toward the estimated $2,000 cost of converting a vehicle for natural gas use. A target of 35,000 conversions has been set for this program, which runs until March 31, 1987. Eligibility: Corporations, individuals or organizations resident in Canada, except for provincial government departments, agencies and Crown Corporations (other than financially independent Crown Corporations as determined by Treasury Board).

*Transportation Energy Division, Energy, Mines and Resources, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-5415.*

### Propane Vehicle Program

Designed to assist commercial fleet operators and farmers to convert their vehicles to propane. The program offers a taxable grant of up to $400 for each eligible vehicle operated solely on propane fuel, whether purchased new with a propane fuel system or converted to propane from gasoline. Applications will be accepted until March 31, 1985. Conversions of diesel-powered vehicles to mixed diesel-propane systems are also eligible. eligibility: Commercial or farm vehicles belonging to corporations, individuals or organizations resident in Canada with the exception of provincial government departments, agencies or Crown Corporations, and federal government departments, agencies or Crown Corporations (except financially independent Crown Corporations as determined by Treasury Board).

*Transportation Energy Division, Energy, Mines and Resources, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-3433.*

### An Alternative ENERDEMO-Canada Energy and Conservation Demonstration Program

Federal cost-sharing program provides funds to undertake projects in the development and demonstration of alternate energy sources and conservation measures. Eligibility: Canadian business.

*Energy, Mines and Resources, 200 Grandin Park Plaza, 22 Sir Winston Churchill Avenue, St. Albert, Alberta T8N 1B4. Phone: (403) 420-4037.*

### Solar Demonstration Program

The program will assist in the demonstration of systems/applications that can demonstrate the improved cost/performance of active solar systems and/or which can accelerate the acceptance of solar systems by the Canadian private sector. Funding contribution will be limited to 75 per cent of total project cost. Eligibility Canadian business & public.

*Energy, Mines & Resourses Canada, solar programs office, Sir Charles Tupper Buildling, Riverside Drive, Ottawa, Ontario, K1A 0M2. Phone: (613) 998-9817.*

### Development and Demonstration of Resource and Energy Conservation Technology (DRECT)

This program will share the costs with the private sector to develop and demonstrate the prototype model of new methods, procedures, processes and equipment that, when applied to a waste stream (solid, liquid or gaseous), will lead to greater resource conservation or the recovery of wastes for material recycling or energy production. DRECT will normally contribute up to 50% of the total estimated cost of an approved project to a maximum of $100,000/project/year. Eligibility: Business.

*DRECT Secretariat, Environmental Protection Service, Environment Canada, Ottawa, Ontario K1A 1C8. Phone: (819) 997-2057.*

### Federal Business Development Bank (FBDB)

Extends financial assistance to new or existing businesses in Canada through loan guarantees, equity financing and leasing, and assists management development through advice seminars in rural centers, conferences and training courses. Information Services publishes and distributes booklets on a wide range of topics pertaining to small business and distributes bulletins on business developments. Also, see Counselling Assistance to Small Enterprises (CASE). Eligibility: Most Canadian companies, particularly small business.

*Federal Business Development Bank, 606 Principal Plaza, 10303 Jasper Avenue, Edmonton, Alberta T5J 3N6. Phone: (403) 428-9111.*

### Financial Planning Program

Provides planning and financing for business ventures. The program has three components. For small businesses there is a "do-it-yourself" kit dealing with arranging financing, forecasting and cash flow budgeting, analyzing financial statements, evaluating the purchase of a small business and credit and collection tips. For larger proposals a Project Development Team will analyze the existing or proposed business venture and draw up a comprehensive package for financial or government institutions to assess financing requirements. Another service matches investors having money available with business people seeking funds. Eligibility: Business ventures requiring financial planning assistance.

*Business Development Centre, 3015 - 12th St. N.E., Calgary, Alberta T2E 7J2. Phone: (403) 230-5930.*

### Indian and Inuit Advisory Services

The Department provides assistance to Bands and individual Band members toward community-based socio-economic development ventures through contractual arrangements with organizations such as CESO. The Department also provides assistance to Bands for the development and implementation of plans for the social and economic development of their community.

*Indian and Northern Affairs Canada, Room 305, 9942 - 108 Street, Edmonton, From 2:00 to 4:00 p.m. Alberta T5K 2J5. Phone: (403) 420-2835.*

### Indian Economic Development Fund

Provides assistance to Indians wanting to establish or develop profitable businesses, to cultivate land or raise cattle, or to work in the hunting and fishing industry. It also provides incentives to new or expanded business which will provide economic benefits to Indian people, particularly those businesses that are willing to locate manufacturing or processing facilities on reserves. Assistance can take the form of loans, loan guarantees, contributions, training courses and advice on managerial matters. Eligibility: Indians and businesses that will provide economic benefits for Treaty Indians.

*Indian and Northern Affairs, 9942 - 108 Street, Edmonton, Alberta T5K 2J5. Phone: (403) 420-2835. District Offices: Edmonton - (403) 420-2835; Calgary - (403) 251-5901; St. Paul - (403) 645-3313; Fort McMurray - (403) 743-0071; Fort Vermilion - (403) 926-3741.*

### Assistance to Organizations in the Field of International Development

The Agency provides assistance to Canadian non-governmental agencies and voluntary organizations in their participation in international development. Eligibility: Related organizations, interested businesses.

*Canadian International Development Agency, Non-Governmental Organizations Division, Place du Centre, 200 Promenade du Portage, Ottawa, Ontario KIA 0G4. Phone: (819) 997-6202.*

### Bursaries - International Development Careers

The Agency awards bursaries to Canadians wishing to pursue a career in international development. Eligibility: Canadian citizens who have completed a post-secondary program of studies (degree or diploma) and who intend to pursue an active career in international development work. Applicants for PhD programs are not eligible.

*The Secretary, CIDA Scholarship Committee, Human Resources Directorate, Canadian International Development Agency, 200 Promenade du Portage, Hull, Quebec KIA 0G4.*

### Canada Mortgage and Housing Corporation (CMHC)

Administers the National Housing Act. Federal assistance for home ownership, housing and rental projects built by private entrepreneurs is provided through a system of mortgage insurance. Under this arrangement, loans are advanced by private approved lenders and a guarantee on their investment is provided by CMHC. Direct loans are also made for home ownership and for new rental housing where assistance is not available from approved lenders. Eligibility: Insured mortgage. Loans are normally available to individual home-owner applicants, builders constructing houses, and to special groups such as cooperative housing associations or non-profit groups. Also available for existing housing which the purchaser intends to occupy. Direct loans are usually only available in areas not serviced by approved lenders.

*Canada Mortgage and Housing Corporation, Montreal Road, Ottawa, Ontario KIA 0P7 or Canada Mortgage and Housing Corporation, 12315 Stony Plain Road, P.O. Box 1273, Edmonton, Alberta T5J 2M8 or Canada Mortgage and Housing Corporation, Suite 200, 602 - 11th Ave. S.W., Calgary, Alberta T2P 2N9. Offices are also located in Lethbridge, Grande Prairie, Red Deer and Medicine Hat.*

### Science and Engineering Grants

Research grants and scholarships are available to support excellence in research for the creation of new knowledge in the natural sciences and engineering, and to assist in the training of highly qualified manpower. Eligibility: Research organizations, related industries, interested parties.

*Natural Sciences and Engineering Research Council Canada, Ottawa, Ontario KIA 1H5. Phone: (613) 993-3659.*

### Design Assistance to Business

Design Canada programs encourage Canadian design and product development through financial incentives, awards programs, management training, technical assistance, information seminars and development of the design professions. Eligibility: Individuals or small-medium-sized businesses interested inproduct improvement and development and advanced design studies.

*Design Canada, Department of Regional Industrial Expansion, 110 O'Connor Street, Ottawa, Ontario K1A 0H5. Phone: (613) 992-4494.*

### Industrial and Regional Development Program (IRDP)

Manufacturers, processors, and certain tourism operations are eligible for a range of financial support including grants, contributions, repayable contributions, participation loans and loan guarantees. The program elements cover all phases of the production cycle - industrial development climate, innovation, establishment, modernization/expansion, marketing and restructuring. Four tiers of assistance are offered on a progressively increasing basis with the greatest support available in the most economically disadvantaged areas of Canada.

*Department of Regional Industrial Expansion, Suite 505, Cornerpoint Building, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2944.*

### Industrial Research Assistance Program (IRAP)

The Industrial Research Assistance Program (IRAP) of the National Research Council (NRC) is a federal government program established to further the economic development of Canada through encouragement of R & D and increased utilization of science and technology. Through IRAP, the scientific, technical and R & D management resources of NRC and other research organizations of the federal government are able to assist industry to increase the calibre and range of industrial research and development across Canada and to foster the use of available technology.

To complement and enhance federal government resources and to permit effective Canada-wide delivery of IRAP services, arrangements have been made with various Provincial Research Organizations. Under these arrangements, staff members of the participating Provincial Research Organizations provide IRAP services in conjunction with NRC field staff.

For further information, advice or assistance in accessing any one of the following program elements, contact your nearest IRAP Industrial Technology Advisor.

*Department of Regional Industrial Expansion, Canada Technology Branch, 235 Queen Street, Ottawa, Ontario KIA OH5. Phone: (613) 593-788l; Alberta Research Council, Industrial Development Department, 4th Floor Terrace Plaza, 4445 Calgary Trail South, Edmonton, Alberta T6H 5R7. Phone: (403) 438-1555. Alberta Research Council, Industrial Development Department, 3512 - 33 St. N.W., Calgary, Alberta T2L 2A6. Phone: (403) 282-9136; Alberta Research Council, c/o Alberta Tourism and Small Business, 249 Provincial Building, 200 - 5 Ave. South, P.O. Box 3014, Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5414.*

### National Design Council

This Council is responsible for improving the quality of design in products of Canadian industry. It provides scholarships, conducts seminars, develops and distributes manuals and literature and provides grants for research into design capability. Eligibility: Related industries.

*Department of Regional Industrial Expansion, 110 O'Connor Street, Ottawa, Ontario K1A 0H5. Phone: (613) 992-4494.*

### Small Business Loans Act

Assists small business in obtaining term credit from the chartered banks under a federal government guarantee of loans to a maximum of $100,000 made by an approved lender. Eligibility: Canadian businesses with gross revenue under $1,500,000.

*The Manager, Small Business Loans Act (41A), Regional Industrial Expansion, any chartered bank, and Alberta Treasury Branch. Regional address: The Cornerpoint Building, Suite 505, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2944.*

### Excise Tax - Gasoline Refund

Revenue Canada Customs and Excise is responsible for the refunding program on the excise tax on gasoline. Eligibility: All businesses.

*Revenue Canada Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA OI5. Phone: (613) 995-2525.*

### Alberta Opportunity Company

Objective is to promote development of resources, general growth and diversification of the Alberta economy by the provision of financial and managerial assistance to business in Alberta. Financing is in the form of loans or guarantees of loans which are repayable with interest. Eligibility: Priority given to Albertans, small business, rural centres, job-creating projects, research and development, promotion of marketing and export potential, enhancement of tourist potential, provision of employment and business experience for Alberta students, pollution control projects and encouragement of local development corporations. AOC does not replace banks or other financial institutions; it provides money where conventional financing is not readily available, particularly for small business in small communities.

*Alberta Opportunity Company, Head Office, P.O. Box 1860, Ponoka, Alberta T0C 2H0. Phone: (403) 783-4481; 19th Floor, Capitol Square, 10065 Jasper Ave., Edmonton, Alberta T5J 3B1, or Ste. 110, 10333 Southport Road, S.W., Calgary, Alberta T2W 3X6. Branch offices also exist in Brooks, Edson, Grande Prairie, Lethbridge, Medicine Hat, Peace River, Red Deer, St. Paul and Vermilion.*

### Alberta Small Business Deduction

Reduces the Alberta tax rate on qualifying income from 11 per cent to 5 per cent, and exempts the corporation from paying monthly tax installments throughout the taxation year. Eligibility: Corporations which had a permanent establishment in Alberta during the taxation year and were Canadian-controlled private corporations throughout the taxation year.

*Corporate Tax Administration, Alberta Treasury, Sir Frederick W. Haultain Building, 9811 - 109 Street, Edmonton, Alberta T5K 2L5. Phone: (403) 427-0712. Call toll free to Zenith 22143.*

### Treasury Branches

A full-service financial institution that operates a system of branches, sub-branches and agencies providing agriculture, business and personal loan plans, mortgages and a wide range of deposit programs designed to meet the needs of Albertans.

*Head Office, Treasury Branches, 9925 - 109 Street, Edmonton, Alberta T5K 2J8 or Phone: (403) 427-2721, 130 branches throughout the Province of Alberta.*

# FINANCIAL ASSISTANCE PROGRAMS

## Export/Import Financial Assistance Program

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### Market Development Assistance Program

Provides financial assistance to Alberta exporters of goods and services where there is an unusual element of risk involved in developing or maintaining export sales. Assistance is available for out-of-province, national and international expositions, incoming buying and outgoing sales missions, market analysis and other market development and promotional activities. Eligibility: Alberta-based societies, persons, cooperatives or organizations engaged in the manufacture, sale and promotion of goods or services for export or whose aims are directed towards the expansion of trade outside Alberta. Must have the ability or demonstrated potential for competitive performance in foreign markets. The proposed projects must be designed to penetrate new or expand present market areas or must be part of an integral market strategy program. Applicants are asked to apply for federal assistance under the Program for Export Market Development (PEMD) before applying to the Trade Development Branch.

*Trade Development Branch, Alberta Economic Development, 11th Floor Sterling Place, 9940 - 106 Street, Edmonton, Alberta T5K 2P6. Phone: (403) 427-4809.*

### Export Credits Insurance

Canadian firms of any size can insure their export sales against non-payment by foreign buyers. EDC normally assumes 90% of the commercial and political risks involving insolvency or default by the buyer as well as blockage of funds, war or rebellion, cancellation of import licenses, and the like, in a foreign country, and cancellation of export permits in Canada. Insurance is available to cover sales of general commodities and services, normally made on short credit terms of up to 180 days, and capital goods and services, normally made on medium-term credit of up to five years. Eligibility: Any person operating a business in Canada and exporting Canadian goods and/or services from Canada.

*Export Development Corporation, Western Region Office, Suite 1030, One Bentall Centre, 505 Burrard St., Vancouver, B.C. V7X 1M5. Phone: (604) 688-8658.*

### Financing - Exports

EDC arranges medium and long-term loans, either by separate loan agreements or by confirmed lines of credit, for foreign buyers of Canadian capital goods and services. These are goods and services that normally are paid for on credit terms of two years and up, such as machinery, electronic equipment, and general manufacturing. Funds are paid directly to Canadian exporters, in effect providing the exporter with cash sales. To assist smaller capital goods exports requiring medium-term credit, EDC is prepared to discount promissory notes, in a form acceptable to EDC, received by Canadian exporters from foreign customers. This facility is available where competitive conditions make it impossible to conclude the transaction with normal bank financing. EDC co-operates with banks and other financial institutions, in the form of parallel loans, co-lending and participation in EDC loans. EDC may also provide a loan guarantee to a bank or other financial institution which provides a loan to a foreign buyer of Canadian capital goods or services. Eligibility: export transactions which, on their own merits and within internationally-accepted practices, normally justify medium - and long-term loans and provide significant benefits to Canada.

*Export Development Corporation, Western Regional Office, Suite 1030, One Bentall Centre, 505 Burrard St., Vancouver, B.C., V7X 1M5. Phone: (604) 688-8658.*

### Guarantees (Bid Security)

The Export Development Corporation provides 100% unconditional guarantees to banks that provide performance and bid-related securities in the form of an irrevocable letter of credit in favor of the buyer. Eligibility: banks.

*Export Development Corporation, 1030, One Bentall Centre, 505 Burrard Street, Vancouver, B.C., V7X 1M5. Phone: (604) 688-8658.*

### Guarantees (Medium- and Long-Term Export Loans)

The Export Development Corporation issues 100% unconditional guarantees to banks and other lenders who provide non-recourse financing in respect to an EDC-insured sale of capital goods (supplier credit), or who make loans to buyers of Canadian capital goods and services (buyer credit). Eligibility: banks.

*Export Development Corporation, 1030, One Bentall Centre, 505 Burrard St., Vancouver, B.C. V7X 1M5. Phone: (604) 688-8658.*

### Insurance (Consortium)

Export Development Corporation insurance covers individual members of an exporting consortium against the performance failure of one or more members of the consortium. Eligibility: Exporting members of consortiums.

*Export Development Corporation, 1030, One Bentall Centre, 505 Burrard St., Vancouver, B.C. V7X 1M5. Phone: (604) 688-8658.*

### Insurance (Predisbursement)

Export Development Corporation insurance is available to cover failure of a buyer/borrower to authorize EDC to disburse loan funds in payment for goods produced or services rendered. Eligibility: Exporters, suppliers, all related industries.

*Export Development Corporation, 1030, One Bentall Centre, 505 Burrard St., Vancouver, B.C. V7X 1M5. Phone: (604) 688-8658.*

### Insurance (Surety Bonds)

Export Development Corporation insurance is available to cover a portion of the risk assumed by a domestic surety company providing a performance bond to a foreign buyer. Eligibility: Domestic surety companies.

*Export Development Corporation, 1030 One Bentall Centre, 505 Burrard St., Vancouver, B.C. V7X 1M5. Phone: (604) 688-8658.*

### Canadian International Development Agency (CIDA)

For Canadian firms contemplating investment in developing countries a pre-investment program is available as follows:

a) The Starter Study - reimbursement of up to $15,000 travel to host country for preliminary analysis and to discuss proposal with host government and indigenous industry officials.

b) The Viability Study - reimbursement of up to $100,000 on a matching basis for a detailed evaluation of a project. Eligibility: Canadian companies who have demonstrated competency in a particular field and possess adequate resources for investment. Particular encouragement is given to joint venture proposals.

*The Industrial Cooperation Division, Canadian International Development Agency, 200 Promenade du Portage, Hull, Quebec K1A 0G4. Phone: (819) 997-7901.*

### Defence Industry Productivity Program (DIPP)

To assist, develop and sustain technological capability of Canadian industry primarily for the purpose of defence export sales, and also for civil export sales resulting from this capability. Cost-sharing up to 50% of current and capital defence-oriented Research and Development expenditures. Eligibility: Canadian incorporated companies.

*Defence Industry Productivity Program, Department of Regional Industrial Expansion, 235 Queen Street, Ottawa, Ontario K1A 0H5, or Regional Manager, The Cornerpoint Building, Suite 505, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone (403) 420-2944.*

### Program for Export Market Development (PEMD)

This program provides incentives for Canadian firms to enter or expand foreign markets. It shares with the business community the financial risk of entering foreign markets by providing contributions of up to 50% of the costs incurred in breaking into new markets. The contributions are repayable if sales are achieved. The program is divided into seven sections: SECTICN A: Specific Project Bidding. SECTION B: Market Identification. SECTION C: Participation in Trade Fairs. SECTION D: Incoming Foreign Buyers. SECTION E: Export Consortia Assistance. SECTION R: Development of Markets for Agriculture, Fisheries and Food Products. SECTION S: Contributions to Non-Profit Organizations. Eligibility: Canadian companies with potential for competitive performance in foreign markets.

*Department of Regional Industrial Expansion, The Cornerpoint Building, Suite 505, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2944.*

### Drawbacks - National Revenue - Customs and Excise

The most direct method Customs and Excise has of financially assisting Canadian businessmen is through the payment of customs drawbacks. This is a program whereby customs duty and taxes are returned on certain imported products that have been used or disposed of in a manner that qualifies them under any of the areas of drawback. The customs drawback program would mainly be of interest to Canadian businessmen who import goods and materials to be further manufactured and exported. Eligibility: The possibility of a business qualifying for drawback should be discussed with a member of Customs and Excise.

*Manager, Drawbacks, Remissions and Refunds Unit, Customs and Excise, Box 2910, 220 - 4th Ave. S.E., Calgary, Alberta T2P 2M7. Phone: (403) 231-4635.*

# FINANCIAL ASSISTANCE PROGRAMS

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### Advance Payment for Crops Act

The aim of this Act is to assist eligible producer groups to make interest-free cash advances to farmers on stored crops. Benefits are an improved cash flow at harvest, an extended marketing period, and relief from interest costs. Eligible crops are: grains, oilseeds, root crops, other field-grown crops, honey and maple syrup (excluding wheat, oats and barley grown in the Canadian Wheat Board area).

Agriculture Canada guarantees repayment of advances to producer groups and pays the interest charges on the bank loan for this purpose. The advance rate cannot exceed half the expected market value. The crop can be stored on farm or in commercial facilities. Individual farmers can receive up to $15,000 of advances annually, partnerships and corporations up to $45,000. Buyers of the crop must deduct and remit advances to the organization as the crop is sold. Eligibility: Available to Canadian producer organizations capable of making and recovering advance payments provided that such payments will result in more orderly marketing by producers.

*Agriculture Canada, Advance Payments for Crops Program, Sir John Carling Building, 930 Carling Avenue, Ottawa, Ontario KIA OC5. Phone: (613) 995-5880.*

### Agri-Food Development Assistance Program

Grants are made on a cost sharing basis with the applicant. The assistance requested shall be of a specialized nature for which access to funds is not normally available through other Department programs. Examples of qualifying projects may include: employment of consultants to carry out surveys of a structural nature; planning, construction coordination and assistance with the development of specialized promotional systems; cost of product donated or expended in demonstrations, promotions, samples and testing. Eligibility: Processed food products and agricultural commodity businesses.

*Agri-Food Development Branch, Alberta Agriculture, 3rd Floor, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7327.*

### Agribusiness Loan Program

Designed to aid in the establishment and expansion of agribusiness in Alberta and to make rural centres more viable entities. Specific guaranteed and direct loans are available under this program, according to need. Eligibility: Those businesses which process agricultural commodities into food or feed products, or provide a necessary service to farmers and which are unable to obtain credit at reasonable terms and conditions from the normal lending sources. Adequate management experience and repayment ability must be demonstrated.

*Agricultural Development Corporation, 4910 - 52 Street, Camrose, Alberta T4V 2V4. Phone: (403) 679-13ll.*

### Agricultural Products Cooperative Marketing Act (APCMA)

APCMA is an Act which became law in 1939 and provides authority for the Minister of Agriculture, subject to Governor-in-Council approval, to enter into agreements with groups wishing to market a commodity under a cooperative plan. The agreements, in the interest of orderly marketing, provide financial guarantees to cooperative marketing groups, so that initial payments can be made to individual producers. With this guarantee, the cooperative can borrow monies from commercial banks to meet its obligations to producers and assume the cost associated with marketing the product. Eligibility: Any cooperative or marketing board.

*Marketing Legislation Officer, Agriculture Canada, Marketing and Economics Branch, 5th Floor Sir John Carling Building, Ottawa, Ontario K1A 0C5. Phone: (613) 995-5880.*

### Agricultural Societies Capital Grant

*To provide agricultural services to rural communities. Eligibility: This program is available to all chartered Agricultural Societies within the province who have not received this grant before.*

*Head, Community Services Branch, Engineering and Rural Services Division, Alberta Agriculture, 2nd Floor J.G. O'Donoghue Bldg., 7000 - ll3 St., Edmonton, Alberta T6H 5T6. Phone: (403) 427-2171.*

### Agricultural Societies Operating Grant

To alleviate part of the operating costs incurred by Agricultural Societies operating multi-purpose facilities. Eligibility: This program is only available to those Agricultural Societies that are actively operating their own recreational facilities.

*Head, Community Services Branch, Engineering and Rural Services Division, Alberta Agriculture, 2nd Floor J.G. O'Donoghue Bldg., 7000 - ll3 St., Edmonton, Alberta T6H 5T6. Phone: (403) 427-2171.*

### Agricultural Stabilization Board

To stabilize the prices of agricultural products and thus help farmers to get a fair balance between the prices they receive for their products and the cost of goods and services they purchase. The subsidization rate, set for the duration of a market season, is 90% of the commodity's previous 5-year average market price, with indexing for increases in cash costs of production. The government can add other products to the list of support commodities. Eligibility: Producers of cattle, hogs, sheep, industrial milk and cream, corn, soybean, oats and barley produced outside the Canadian Wheat Board territory.

*Secretary-Manager, Agricultural Stabilization Board, Sir John Carling Building, 930 Carling Avenue, Ottawa, Ontario K1A OC5. Phone: (613) 995-5423.*

### Alberta Farm Development Loan

Drawn up by the Agricultural Development Corporation in conjunction with various lending institutions to make short and intermediate-term money more readily available to farmers, and to complement long-term lending programs now in effect. Eligibility: Available to increase productivity or improve agricultural assets. Available from any lending institution which has a signed agreement with the Corporation.

*Agricultural Development Corporation, 4910 - 52 Street, Camrose, Alberta T4V 2V4. Phone: (403) 679-13ll.*

### Alberta Farm Fuel Distribution Allowance

AFFDA reduces the cost of marked gasoline and diesel oil used in farm vehicles and equipment. The allowance is automatically deducted by bulk fuel dealers after a declaration of eligibility has been completed. Eligibility: Farmers and farming enterprises as defined by the Regulations.

*Alberta Farm Fuel Distribution Allowance, Alberta Treasury, 9811 - 109 St., Edmonton, Alberta T5K OC8. Phone: Zenith 22246.*

### Beginning Farmers' Program

To assist young potential farmers with farm experience and/or adequate education to establish themselves in a farming operation. Eligibility: Applicants are usually required to have 10% equity in the proposed farming operation which may be of a non-cash nature. The net worth of the applicant must not exceed $175,000 after the proposed loan program has been taken into consideration. Certain combinations of experience and training must be met.

*Agricultural Development Corporation, 4910 - 52 Street, Camrose, Alberta T4V 2V4. Phone: (403) 679-13ll.*

### Commodity or Producer Organization

### Development Fund

Grants are made on a cost-sharing basis with the applicant. Funds may be used for the following purposes:

a) to provide initial start-up support,
b) administrative costs and overhead,
c) expenses associated with creating an awareness of the commodity organization and its product specifications,
d) expenses associated with encouraging and developing a sound and viable membership base,
e) research into marketing systems, nutrition, education.

Eligibility: Commodity or producer organizations in Alberta.

*Agri-Food Development Branch, Alberta Agriculture, 3rd Floor 7000 -ll3 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7327.*

### Compensation for Animals Slaughtered

To compensate producers whose animals have been ordered slaughtered because of disease under disease control programs. Compensation generally corresponds to the market value of the animals slaughtered. Eligibility: Herd owners whose animals are slaughtered because of disease.

*Food Production and Inspection Branch, Animal Health Division, Agriculture Canada, Regional Office: Veterinary Inspection, 750 Harry Hays Bldg., 220 - 4th Ave.S.E., Postal Station "M", Bag 2998, Calgary, Alberta T2P 3C3. Phone: (403) 231-4301.*

### Development Assistance to Agricultural Processing Industry

Stimulates, assists and facilitates the development, modification or expansion of food and feed processing opportunities in Alberta by providing technical advice and financial assistance for research, development, feasibility studies, new product development or process improvements. Eligibility: All interested inquirers wishing to develop, modify or expand food or feed processing facilities in Alberta.

*Agricultural Processing Development Branch, Marketing Services Division, Alberta Agriculture, J.G. O'Donoghue Bldg., 7000 - 113 St., Edmonton, Alberta T6H 5T6. Phone: (403) 427-2727.*

### Direct Farm Loan Program

Loans may be made to primary producers for purchase of land; consolidating outstanding liabilities; constructing, altering, repairing, or extending buildings on land owned or being purchased by the borrower; permanent improvements to increase productive value; or any other purpose approved by the Agricultural Development Corporation, related to establishment or maintenance of a family farm. Eligibility: Other sources of credit not available; each case considered on its own merits, with regard to need and demonstrated or potential management ability of the applicant.

*Agricultural Development Corporation, 4910 - 52 Street, Camrose, Alberta T4V 2V4. Phone: (403) 679-1311.*

### Disaster Assistance Program

To provide assistance in cases of natural disasters resulting in damage not normally insured against. Funds may be used to repair buildings or make improvements, replace livestock, or for other purposes. Eligibility: Producers who have suffered loss or damage as a result of tornadoes, earthquakes, floods, etc., or other causes not normally insured against.

*Agricultural Development Corporation, 4910 - 52 Street, Camrose, Alberta T4V 2V4. Phone: (403) 679-1311.*

### Farmers' Market Fund

Funds will be advanced to any individual or organization to assist in the development of Farmers' Markets as viable outlets for direct sale of producer goods and commodities to the consumer public.

*Agri-Food Development Branch, Alberta Agriculture, 3rd Floor, 7000-113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7327.*

### Farm Improvement Loans (Government of Canada)

This program makes it easier to get term loans to buy additional farm land, livestock, agricultural implements, farm equipment, or to carry out a wide range of farm improvement projects, including major repairs to machinery and buildings. The Farm Improvement Loans Act authorizes the Minister of Agriculture to guarantee loans granted to farmers by chartered banks and other lenders designated by the Minister of Agriculture as banks for the purpose of the Act. Eligibility: Applicant's principal occupation must be the operation of a farm. A farmer seeking assistance should first discuss any financial requirements with the manager of a lending agency. Application forms are available from any authorized lending agency, while general information is available from the address indicated.

*Farm Improvement Loan Administration, Agriculture Canada, Sir John Carling Building, 930 Carling Ave., Ottawa, Ontario K1A OC5. Phone: (613) 994-0086.*

### Farm Mortgage Loans - Farm Credit Corporation

Long-term loans are provided to purchase farm land, breeding stock, and farm equipment, to make permanent improvements, to pay debts, or for any purpose that will facilitate the efficient operation of a farm. Maximum loan to a single farm business is $350,000 when there is one qualifying applicant and $600,000 when there is more than one applicant. Eligibility: 1. Standard Farm Loans: Applicants must be principally occupied in farming or about to become full-time farmers at the time of loan. 2. Beginning Farm Loans: Persons under 35 years of age may retain off-farm employment while developing an economic farm business, provided that farming becomes their principal occupation within 5 years.

*Farm Credit Corporation, Continental Bank Bldg., 10250-101 St., Suite 1550, Edmonton, Alberta T5J 3P4. Phone: (403) 420-6751. Other offices are located in Lacombe, Grande Prairie, Calgary, Lethbridge and Vegreville.*

### Farm Syndicate Loans - Farm Credit Corporation

Groups of farmers who have signed agreements for the joint purchase and use of machinery, buildings or installed equipment, may borrow up to 80% of the cost to a maximum of $15,000 per member or $100,000 total. Loans are repayable up to periods of 15 years for buildings and installed equipment and up to 7 years for mobile machinery. Eligibility: Groups of 3 or more farmers.

*Farm Credit Corporation, Continental Bank Building, 10250 - 101 St., Suite 1550, Edmonton, Alberta T5J 3P4. Phone: (403) 420-6751. Other offices are located in Calgary, Grand Prairie, Lethbridge and Vegreville.*

### Federal-Provincial All-Risk Crop Insurance Program

All-Risk Crop Insurance is a federal-provincial program administered by the Alberta Hail and Crop Insurance Corporation with Agriculture Canada contributing 50% of the total premium required each year. Alberta Agriculture pays administrative costs as well as a portion of the farmers' share of premium in the higher risk areas. An insured grower is guaranteed a specific number of kilograms for each insured crop. If an insured loss occurs which lowers production beneath the guaranteed amount, the difference is paid to the insured at the pre-selected coverage level and price option. Eligibility: All-Risk Crop Insurance is available only to actual farm operators for most commercially grown crops. Landlords cannot insure directly but can make arrangements with tenants to share premiums and indemnity payments. A hail insurance program is also offered providing protection against losses caused by the single hazard of hail. There are no federal or provincial subsidies to this program and premiums charged must cover losses and administration costs.

*Alberta Hail and Crop Insurance Corporation, Bag Service 16, Lacombe, Alberta T0C 1S0. Phone: (403) 782-4661.*

### Feeder Associations

Loans are available for the purchase of calves or yearlings for backgrounding or finishing. Applicants must have a sufficient supply of feed and adequate facilities. Membership in a feeder association is available to all Alberta farmers. Loans are given at the discretion of the local association board of directors. Eligibility: Alberta farmers.

*Regulatory Services and Feeder Associations Branch, Animal Industry Division, Alberta Agriculture, J.G. O'Donoghue Building, 7000 - 113 St., Edmonton, Alberta T6H 5T6. Phone: (403) 427-2727.*

### Feed Freight Equalization Program

The Livestock Feed Board of Canada administers the Feed Freight Assistance Program which subsidizes a portion of the transportation costs for movement of eligible feed grains and products for use by livestock feeders in some grain deficit areas. Through its bi-weekly publication Grain Facts, and other media, the Board endeavours to keep the feed grain-livestock sector abreast of developments not only in Canada and the United States but also in all major areas of the world. Eligibility: Livestock and poultry producers and feedmills.

*Livestock Feed Board of Canada, Head Office: P.O. Box 177, Snowdon Station, Montreal, Quebec H3X 3T4. Phone: (514) 283-7505 Telex: 055-67137. Branch Office: Suite 3, 17655 - 57 Avenue, Surrey (Cloverdale) B.C. V3S 1H1. Phone: (604) 576-8144.*

### Fruit and Vegetable Storage Construction Program

The Fruit and Vegetable Storage Construction Financial Assistance Program is intended to provide financial assistance to producer groups for the construction or renovation of specialized fruit and vegetable storage facilities.

The intent of the program is to increase Canadian production, improve fruit and vegetable handling procedures and ensure that high quality products will be available over an extended period of time. The policy of the program is to provide assistance to one-third of the total cost of construction to a maximum payment of $500,000. Costs may also include purchase of land, site development, professional fees, grading and handling equipment and access roadways or railway spur lines which are required for storage management. Eligibility: Assistance is available to groups of three or more primary producers such as producer associations, cooperatives, syndicates or marketing boards engaged in the production, storing and marketing of fruit and vegetables for fresh market or for processing.

*Director, Marketing Services Division, Marketing and Economics Branch, Agriculture Canada, 5th Floor Sir John Carling Building, Ottawa, Ontario K1A OC5. Phone: (613) 995-5880.*

### Grants to Exhibitions and Fairs

For the promotion of agricultural production and marketing, grants are provided to listed fairs and exhibitions for judges' fees, junior activities, permanent improvements and for prizes in livestock classifications. The prize money assistance is given to competitive beef, dairy cattle, draft horses and dairy goats. Sheep and swine shows held at listed exhibitions adopting the classifications offered by the Canada Department of Agriculture. This assistance is provided through reimbursement of 50% of the prize monies paid out under the prize money schedules authorized by the Department. Eligibility: Available to all fairs and exhibitions and museums that qualify under the regulations of the Exhibition Grant Regulations.

*Animal Production Division, Agriculture Canada, Sir John Carling Building, 930 Carling Ave., Ottawa, Ontario K1A OC5. Phone: (613) 944-0086.*

### Income Stabilization - Grain Producers

The Western Grain Stabilization Act protects producers against extreme fluctuations in returns from year to year. The government contributes 4% and producers 2% of eligible gross income from grain to a stabilization fund. Payments are made when the net cash flow to prairie grain producers from grain sales falls below the level of the average for the previous five years. Eligibility: Grain producers in western Canada.

*Farm Income Services Branch, Agriculture Canada, Western Grain Stabilization Administration, Rm. 935, 303 Main Street, Winnipeg, Manitoba R3C 3H5. Phone: (204) 949-3384.*

### Livestock Development Grant Program

Livestock breed associations representing individual breeds or species are eligible to apply for an annual organization and developmental assistance grant. Assistance will be provided on the following basis: administrative assistance grant and development grant for the purchase of fixed assets.

*Agri-Food Development Branch, Alberta Agriculture, 3rd Floor 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7327.*

### Livestock Fair Assistance Program

To encourage Alberta breeder participation at four major fairs: Royal (Toronto), PNE (Vancouver), Agribition (Regina) and Western Livestock Show (Denver). Grants match prize money at PNE. Alberta sheep breeders have designated the Canadian National Sheep Classic in Brandon to replace the Agribition and one designated U.S. national sheep show each year to replace the Denver Show. Grants on per-head-shown basis for the Toronto, Agribition, Denver and the designated shows for sheep. Eligibility: Grants available to Alberta livestock breeders entering stock in the above fairs.

*Beef Cattle and Sheep Branch, Animal Industry Division, Alberta Agriculture, Agriculture Bldg., 9718 - 107 Street, Edmonton, Alberta T5K 2C8. Phone: (403) 427-5335.*

### Market Development for Agricultural Food Products

To provide financial assistance in the development of markets for Alberta's agricultural commodities, processed products and technical services, locally and in most world markets. Financial assistance is available to offset the cost of developing sales. Grants are provided to support the following activities: international exhibitions and trade fairs, incoming buying and outgoing sales missions, market and feasibility studies, other market promotion and development activities. Eligibility: Alberta based parties engaged in agricultural production, processing, marketing, consulting, or other associated activities for a domestic or export nature. Demonstrated potential for competitive performance. Possess satisfactory financial and management strengths. Accept any monitoring.

*Market Development, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-4241.*

### Market Services

The primary objective of the Marketing Services Division of the Alberta Department of Agriculture is to support and encourage the growth and development of Alberta's commodity, feed, food and beverage industry. There are four branches providing this service: Agricultural Processing Development Branch, Agri-Food Development Branch, Business Analysis Branch and Food Laboratory Services Branch. Technical and skilled manpower and financial resources and programs are available to support the industry in its development objectives. Eligibility: Alberta commodity, feed, food and beverage business.

*Market Services Division, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-4241.*

### National/International Livestock Shows and Congresses

Alberta Livestock Breed Associations will receive financial support for national/international breed sponsored and recognized championship shows and congresses when held in Alberta.

*Agri-Food Development Branch, Alberta Agriculture, 3rd Floor 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7327.*

### New Crop Development Fund

This program provides financial incentives and assistance for projects originating in the private sector. The objective is to stimulate the development and adaptation of new crops, new varieties, new production practices or new growing areas for established crops, offering promise for Canadian agriculture. The program is designed to bridge the gap between basic research and commercial production. In all projects a dollar limit on the government's contribution is established at the time a project is approved. The government's contribution depends on the needs of the applicant and the benefits expected from the project, but is limited to a maximum of 50% for companies and 75% for non-profit organizations. Contributions to non-commercial sponsors may be higher.

Costs directly incurred as a result of undertaking the project (except capital costs) are considered eligible for financial assistance. Proposals to assist in establishing commercial production units are not eligible for assistance under the Fund. Eligibility: Commercial organizations, industrial or producer associations, universities, provincial agencies and non-profit groups incorporated in Canada, who have adequate financial resources and the technical and managerial capability to carry out the project.

*New Crop Development Fund, Secretariat, Crop Production Division, Regional Development Branch, Agriculture Canada, Sir John Carling Building, Ottawa, Ontario K1A 0C5.*

### Nutritive Processing Assistance Program

The Canada-Alberta Subsidiary Agreement on Nutritive Processing Assistance is a 50:50 federal/provincial assistance program. Assistance for nutritive processing capital projects is available for new facilities, expansions, and modernizations to support economic and geographic diversification throughout rural Alberta. The program also includes provisions for grants for the construction/improvement of research and development facilities involved in research into nutritive products or processing.

*Rural Development, Alberta Agriculture, 3rd Floor 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-4287.*

### Prairie Grain Advance Payments Act

To provide farmers with an income while grains are stored on their farms. Pays interest-free cash advances on grain crops. The advances, which are subject to quota acres restrictions, are repaid by deductions from payment for subsequent deliveries of grain. Eligibility: Western Canadian wheat, oat and barley producers.

*Canadian Wheat Board, 423 Main Street, P.O. Box 816, Winnipeg, Manitoba R3C 2P5. Phone: (204) 949-6050.*

### Processing Development Assistance Program

The Agricultural Processing Development Branch is responsible for providing assistance and leadership to the feed, food and agricultural processing industry to increase the quantity and quality of processed agricultural commodities within the province. Programs and assistance available include: technology awareness, product/process development, product and packaging development and food processing development. Eligibility: Alberta feed, food and agricultural processing businesses.

*Agricultural Processing Development Branch, Alberta Agriculture, 3rd Floor 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7325.*

### Range and Soil Improvement Program

To increase farm and ranch income by assisting and promoting improvement and development measures that will increase land productivity. Eligibility: Alberta farmers and ranchers who own land.

*Alberta Agricultural Development Corporation, 4910 - 52 Street, Camrose, Alberta T4V 2V4. Phone: (403) 679-1311.*

### Semen and Embryo Producer Development Program

The semen producing operations will be eligible for organization and development assistance on the basis of eligible development, supply response or market maintenance expenditures.

*Agri-Food Development Branch, Alberta Agriculture, 3rd Floor 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7327.*

### Sheep Producers' Incentive Program

To improve the productivity of the sheep industry by making financing available for equipment, facilities and breeding stock. Eligibility: Potential or established sheep producers.

*Agricultural Development Corporation, 4910 - 52 Street, Camrose, Alberta T4V 2V4. Phone: (403) 679-1311.*

### Specific Guaranteed Farm Loan Program

A loan program designed to assist primary producers to attain viability and improve productivity. Eligibility: Primary producers.

*Agricultural Development Corporation, 4910 - 52 Street, Camrose, Alberta T4V 2V4. Phone: (403) 679-1311.*

### Vegetable and Potato Storage Program

To improve the productivity of the vegetable industry by making financing available for equipment, storage buildings and other purposes approved by the Agriculture Development Corporation. Eligibility: Potato growers licensed by the Alberta Potato Commission, vegetable growers who are members of the Alberta Fresh Vegetable Marketing Board, and market garden crop growers who have participated in the Alberta Department of Agriculture's Market Garden Development Program.

*Agricultural Development Corporation, 4910 - 52 Street, Camrose, Alberta T4V 2V4. Phone: (403) 679-1311.*

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### Artists and Organizations - Funds

Financial assistance is available from the Canada Council for professional Canadian artists and arts organizations. Eligibility: Professional artists and arts organizations.

*Canada Council, Professional Artists and Organizations Funds, 255 Albert Street, P.O. Box 1047, Ottawa, Ontario K1P 5V8. Phone: 1-800-267-8282.*

### Performing Artists' Tours Assistance

Financial and other forms of support are available to encourage touring by Canadian performing artists and to widen their audience. Eligibility: Performing artists.

*Canada Council, Touring Office, 255 Albert Street, P.O. Box 1047, Ottawa, Ontario K1P 5V8. Phone: 1-800-267-8282.*

### Publishers' and Writers' Grants

Grants and other forms of assistance are made available by the Canada Council to Canadian writers and book and periodical publishers. Eligibility: Publishers and Writers.

*Canada Council, 255 Albert Street, P.O. Box 1047, Ottawa, Ontario K1P 5V8. Phone: 1-800-267-8282.*

### Book Publishing Development Program

Provides financial assistance to the book publishing industry to facilitate the development, publishing, marketing and distribution of text and trade books. Eligibility: Most aspects of the program will be open to companies that are 75% owned and effectively controlled by Canadians, with annual sales of Canadian-authored books in excess of

$100,000 (modified by regional factors). All Canadian-based companies, regardless of their nationality of ownership and control, will be eligible for assistance to improve professional skills and foreign rights.

*Canadian Book Publishing Development Program, Cultural Affairs, Department of Communications, Ottawa, Ontario KIA OC8. Phone: (613) 593-4237.*

### Historical Resources

The Historical Resources Division of Alberta Culture is involved in the preservation, interpretation and development of heritage sites, buildings and artifacts. Within the unit lies the Provincial Museum of Alberta, Provincial Archives of Alberta, Tyrrell Museum of Palaeontology, Archaeological Survey of Alberta and the Historic Sites Service. Of particular interest to business, are grants and technical assistance available to rehabilitate historic buildings, and encourage tourism through historical resource development.

*Alberta Culture, Old St. Stephen's College, 8820 - 112 Street, Edmonton, Alberta T6G 2P8. Phone: (403) 427-3182.*

### Historial Resources Foundation

This Crown corporation complements government programming related to heritage conservation by becoming involved directly in historic building acquisition, restoration and resale, and related private sector ventures. In addition, the Foundation is involved in some public assistance programmes and fund raising for heritage concerns.

*Alberta Historical Resources Foundation, 102 - 8 Avenue S.E. Calgary, Alberta T2G OK6. Phone: (403) 297-7320.*

### Library Grant

To assist in the provision of public library services to all regions of Alberta. Eligibility: The Minister may make the following grants: 1. Annual grants to public libraries. 2. Establishment grants payable when a library system is organized, or when a municipality or school authority enters into an agreement pursuant to Section 20 of The Libraries Act. 3. Grants for sharing of library resources and the development of a bibliographic network in Alberta, payable to public libraries and other types of libraries. 4. Grants for the production of library materials for persons unable to use conventional print material; grants for the promotion of reading and library services on a province-wide basis; and grants for studying and training in librarianship. All available to Alberta organizations and Canadian corporations, as well as individuals or boards. 5. Grants to library boards for establishing or expanding library systems. 6. Grants to individuals or library boards for research and development of programs dealing with public library services.

*Director, Library Services Branch, Alberta Culture, 16214 - 114 Avenue, Edmonton, Alberta T5M 2Z5.*

### Provincial Historic Resource and Registered Historic Assistance Program

A grant to aid in the restoration, stabilization, preservation and/or protection of a site or building which has been officially designated by the Minister of Culture as a Provincial Historic Resource. Eligibility: Grants may be applied for by the owner of the designated Historic Site.

*Grants Officer, Department of Culture, Old St. Stephen's College, 8820 - 112 Street, Edmonton, Alberta T6G 3J6. Phone: (403) 427-3184.*

### Provincial Inventory Assistance Program

A grant to assist in the compilation of an inventory of historic site resources or geographic names inventory within a specified area in conjunction with the Provincial Inventory Program. Eligibility: Grants may be applied for by: a) a municipality located in Alberta, including a city, town, village, hamlet, summer village, new town, county, municipal district, improvement district, a school district in a national park or special area, b) a regional planning commission as established under The Planning Act of Alberta, c) a corporation, d) a school district, e) a hospital district.

*Historic Resources, Alberta Culture, Old St. Stephen's College, 8820 - 112 Street, Edmonton, Alberta T6G 2P8. Phone: (403) 427-3182.*

### Energy Conservation Research and Development under NEP

Major funding and programs will be available for Energy Research and Development from FY 1981-82 to 1983-84 in the areas of conservation, alternate fuels, new fuel sources and conventional fuels in Canada Lands. With regard to energy conservation, funding will be utilized for programs specific to industry, buildings, transportation, agriculture, community systems and demand studies. Eligibility: all interested businesses and industries

*Office of Energy Research and Development, Energy, Mines and Resources, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-9447.*

### Forest Industry Renewable Energy (FIRE) Program

The Forest Industry Renewable Energy Program provides assistance to industrial, commercial, and institutional facilities wishing to convert from fossil fuels to wood residues, garbage and other biomass energy resources.

*Conservation and Renewable Energy Office, Energy, Mines and Resources Canada, 200 Grandin Park Plaza, 22 Sir Winston Churchill Avenue, St. Albert, Alberta T8N 1B4. Phone: (403) 420-4035.*

### Canola Utilization Assistance Program

The federal government provides grants to the Canola Council of Canada to support research designed to increase the commercial use of canola and its products. The program is operated by the Canola Council of Canada which supports research in universities and private research institutions. Eligibility: those interested in canola.

*Canola Council of Canada, 301, 433 Main St., Winnipeg, Manitoba R3B 1B3. Phone: (204) 994-9494, or Grain Marketing Bureau, Department of External Affairs, Ottawa, Ontario KIA 0H5. Phone: (613) 996-7871.*

### Freight Charges Utilisation - Flour for Export

This program helps to place all Canadian flour millers on an equal footing to compete for export flour business. Payments equal to the difference between stop-off charges in eastern and western Canada are made to western Canada millers for export flour shipped through eastern ports. Eligibility: millers in western Canada who are shipping flour for export through eastern ports.

*Grain Marketing Office, Department of External Affairs, Ottawa, Ontario KIA 0G2. Phone: (613) 992-7404.*

### Canadian Film Development Corporation (CFDC)

This corporation, also known as Telefilm Canada, was established by an act of Parliament in March 1967. Since 1983, it administers the Canadian Broadcast Program Development Fund, making the Corporation the federal government agency responsible for private sector development of television production and film industries. The Corporation invests directly in production, provides loans to producers, makes awards for outstanding accomplishments, co-ordinates official participation in festivals and marketplaces, and provides advice and assistance in distribution and administrative matters. It co-operates with other federal and provincial departments and agencies and is financed by a yearly appropriation from Parliament. The Corporation, which comes under the jurisdiction of the Minister of Communications, is headed by a board of directors and a chairman appointed by the Governor-in-Council. Headquarters of the CFDC are in Montreal with offices in Toronto and Vancouver.

*Telefilm Canada, Canadian Film Development Corporation, 25th Floor 600 de la Gauchetière St. West, Montreal, Quebec H3B 4L2. Phone: (514) 283-6363 Telex: 055-60988 MTL.*

### Fisheries Improvement Loans

This program makes it easier for fishermen to get term loans for a variety of fisheries improvement projects. The Fisheries Improvement Loans Act authorizes the Minister of Fisheries and Oceans to guarantee term loans granted to fishermen by chartered banks and other designated lenders. These lenders can advise applicants whether they qualify for a loan under the Act and how their credit needs can be arranged. Eligibility: fishermen.

*Chartered Banks and designated lenders. General information on the program is available from: Fisheries Improvement Loans Administration, Fisheries and Oceans, 240 Sparks St., Ottawa, Ontario K1A 0E6. Phone: (613) 996-0450.*

### Marina and Tourist Wharf Assistance

The Marina Assistance Program provides federal assistance for breakwater construction and dredging of equal value to other development costs by private interests where the emphasis is on tourist development. Funds may also be provided for initial capital expenditures for tourist wharves or launching ramps. Eligibility: developers or municipal authorities.

*Small Craft Harbors Directorate, Department of Fisheries and Oceans, 240 Sparks Street, Ottawa, Ontario K1A 0E6. Phone (613) 995-2023.*

### Mobile Home Lending Guidelines

Provides financial assistance to low and moderate income families for the purchase of mobile homes; provides loans to builders and dealers who wish to acquire and place new units on permanent foundations on lots for sale to qualified purchasers. Eligibility: builders and dealers of mobile homes.

*Contact Local Alberta Home Mortgage Corporation office.*

### Revolving Trunk Servicing Program

Increases supply and helps stabilize the price of serviced lots, and reduces the financial burden of growth on municipalities by providing funds to finance major underground water and sewer services. Eligibility: all municipalities, and private corporations if the municipality approves. Contact the manager of Residential Land Development or any AHMC office.

Alberta Home Mortgage Corporation is also involved in the Nursing Home Financing Program and the Municipal Non-Profit Program. For further information on these and other AHMC programs, please contact the following branch offices listed. Eligibility: municipalities, some private corporations.

*Edmonton Head Office: 500, 10050 - 112 St., Edmonton, Alberta T5K 1V9. Phone: (403) 482-9222. Edmonton: 10350 - 124 Street, Edmonton, Alberta T5N 3V9. Phone: (403) 482-7581. Calgary: 112 - 28 Street S.E., Calgary, Alberta T2A 6T9. Phone: (403) 248-4535. Grande Prairie: 10020 - 102 Avenue, Grande Prairie, Alberta T8V 0Z7. Phone: (403) 539-2386. Lethbridge: 316 - 13 Street S., Lethbridge, Alberta T1J 2V6. Phone: (403) 329-5285. Red Deer: 4814 Ross Street, Red Deer, Alberta T4N 1X4. Phone: (403) 343-7788. Fort McMurray: Room 204, 9714 Main Street, Fort McMurray, Alberta T9H 1T6. Medicine Hat: 101 Gershaw Terrace, 266 - 4 St. S.W., Medicine Hat, Alberta. Phone: (403) 529-5285.*

### Shell Housing Guidelines

Covers housing which is completely finished on the outside but not finished inside. Home owners finish the house only as their financial positions permit. Builders may finance homes of this type through AHMC. Eligibility: builders and home owners.

*Contact your local Alberta Home Mortgage Corporation office.*

### Alberta Mortgage and Housing Corporation

Alberta Mortgage and Housing Corporation is a Crown corporation responsible for providing accommodation for Albertans in need and assisting municipalities in banking and servicing land for future residential and industrial development. Programs are basically aimed at the general public or municipalities. While AHC's programs are not directed at business, most projects are undertaken by private contractors. Builders wishing to bid on AHC projects should check their local papers for tender notices. Eligibility: municipalities, builders, and some individuals.

*Contact your local Alberta Mortgage and Housing Corporation office. Edmonton Office, Alberta Housing Corporation, 9405 -50 Street, Edmonton, Alberta T6B 2T4. Phone: (403) 468-3535. Calgary Office, 901 Centre Street N., Calgary, Alberta T2E 6P3. Phone: (403) 276-9541. Regional Offices: Fort McMurray Regional Property, St. Paul Regional Property, Edson Regional Property, Slave Lake Regional Property, Peace River Regional Property, High Level Information Office.*

### Community Housing Program

Provides rental accommodation to low-income families. Management and tenant selection are delegated to a local housing authority. Municipalities apply directly to AHC. Eligibility: municipalities, builders, and some individuals.

*Contact your local Alberta Mortgage and Housing Corporation office or housing authority.*

### Industrial Land Program

Designed in two stages, banking and development, this program helps municipalities provide an adequate supply of serviced land for industrial purposes. Promotes the government's policy of decentralizing industrial growth to small communities. Municipalities may apply to the Department of Tourism and Small Business.

*Alberta Tourism and Small Business, 10065 Jasper Avenue, Edmonton, Alberta T5J 0A4. Phone: (403) 427-5267.*

### Senior Citizens' Lodge Program

Designed for senior citizens who are in good health and able to care for themselves. Lodges offer single or double occupancy, meals, linen, laundry services and recreational facilities. Once built, the operation of the lodges becomes the responsibility of a local foundation group. Foundations wishing to sponsor lodges make application to AHC. Eligibility: builders, and foundation groups.

*Contact your local Alberta Mortgage and Housing Corporation office*

### Senior Citizens' Self-contained Programs

Provides apartment units for low-income senior citizens at rents they can afford. Sponsored by non-profit societies who also operate them. Eligibility: builders, and sponsor groups.

*Contact your local Alberta Mortgage and Housing Corporation office.*

### Industrial Adjustment Assistance Program

Provides extended income support to workers affected by major employment disruptions directly associated with import competition (in the case of textiles, clothing and footwear industries) or arising from government restructuring assistance programs (footwear and tanning industries). Eligibility: workers in the textiles, clothing, footwear and tanning industries. Layoffs must involve at least 10% of the firm's work force or a minimum of 50 workers. Employees must be over 50 years of age and have had 10 years employment with the industry concerned.

*Central Analytical Services, Labor Canada, Ottawa, Ontario K1A 0J2. Phone: (613) 997-3019.*

### Housing Research Grants

Grants are available for research in the social, economic, physical, environmental, legislative or administrative aspects of housing. Eligibility: researchers in the indicated fields and builders benefitting from such research.

*Canada Mortgage and Housing Corporation, Montreal Road, Ottawa, Ontario K1A 0P7. Phone: (613) 748-2000.*

### Mortgage Insurance Fund

This insurance fund provides approved lenders with insurance against loss by default. Eligibility: lending agencies, builders, developers and the general public.

*Canada Mortgage and Housing Corporation, Mortgage Insurance Fund, Montreal Road, Ottawa, Ontario K1A 0P7. Phone: (613) 748-2000, or contact your nearest local CMHC office.*

### Museums Assistance Programs

Grants and technical services to museums are provided through these programs to preserve the national heritage, make it more accessible to the public and to preserve collections for the benefit of present and future generations. Eligibility: museum operators, related suppliers and businesses.

*Museum Assistance Programs, National Museums of Canada, 4th Floor 219 Argyle Street, Ottawa, Ontario K1A 0M8. Phone: (613) 996-8504.*

### Contributions to Firms Employing Undergraduates (IRAP-H)

IRAP-H provides assistance to small and medium-size companies in the solution of short-term scientific, engineering and technological problems. Assistance is provided through support of university or technical college students hired to work under the guidance and supervision of IRAP Industrial Technology Advisers to undertake company projects. Rights to technology are retained by the company. Assistance is available to cover costs of students' salaries and relocation expenses.

*Alberta Research Council, Industrial Development Department, 4th Floor Terrace Plaza, 4445 Calgary Trail South, Edmonton, Alberta T6H 5R7. Phone: (403) 438-1555. Alberta Research Council, Industrial Development Department, 3512 - 33 Street N.W., Calgary, Alberta T2L 2A6. Phone: (403) 282-9136. Alberta Research Council, c/o Alberta Tourism and Small Business, Room 249, Provincial Building, 200 - 5th Avenue South, P.O. Box 3014, Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5414.*

### Contribution to Laboratory Investigations (IRAP-L)

IRAP-L assists small and medium-size companies to solve short-term engineering and technological problems, improve production operations, and expand or enhance their effective technology base through the use of specialized external laboratory staff and facilities. IRAP-L contributes 75% of the actual project costs up to a limit of $4,500. Rights to technology are retained by the company.

*Alberta Research Council, Industrial Development Department, 4th Floor Terrace Plaza, 4445 Calgary Trail South, Edmonton, Alberta T6H 5R7. Phone: (403) 438-1555. Alberta Research Council, Industrial Development Department, 3512 - 33 Street N.W., Calgary, Alberta T2L 2A6. Phone: (403) 282-9136. Alberta Research Council, c/o Alberta Tourism and Small Business, Room 249 Provincial Building, 200 - 5th Avenue South, P.O. Box 3014, Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5414.*

### Contributions to Small Projects (IRAP-M)

IRAP-M assists small companies to carry out research and development projects which, although of potential importance to them, would not be carried out without technical and financial assistance. It provides financial assistance toward the salary costs of technical personnel working on specific scientific or technical projects, particularly those likely to lead to the development of new or improved products and processes. The maximum level of assistance for a project is $35,000.

Companies may use internal staff, or subcontract all or a portion of the proposed work on an approved project to an external organization, such as a provincial organization, a university, an industrial research laboratory or a consulting firm. All title and rights to the technology resulting from the assisted project are retained by the company. NRC will treat all information relating to the project as commercially confidential unless released by the company.

*Alberta Research Council, Industrial Development Department, 4th Floor Terrace Plaza, 4445 Calgary Trail South, Edmonton, Alberta T6H 5R7. Phone: (403) 438-1555. Alberta Research Council, Industrial Development Department, 3512 - 33 Street N.W., Calgary, Alberta T2L 2A6. Phone: (403) 282-9136. Alberta Research Council, c/o Alberta Tourism and Small Business, Room 249 Provincial Building, 200 - 5th Avenue South, P.O. Box 3014, Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5414.*

### Contributions to Large Projects (IRAP-P)

IRAP-P provides financial assistance to Canadian industry through support of longer term applied industrial research projects of high technical merit. Assistance is provided through support of salaries of company scientific and technical staff working on an approved project. Support is also available for technical consultants and for sub-contracting a portion of the research activities to qualified organizations. Projects should be scientifically feasible, technically and commercially realistic for the company and be supported by good business plans showing prospects for a high return. To be eligible, companies must be incorporated in Canada, profit-motivated, and financially sound.

*Alberta Research Council, Industrial Development Department, 4th Floor Terrace Plaza, 4445 Calgary Trail South, Edmonton, Alberta T6H 5R7. Phone: (403) 438-1555. Alberta Research Council, Industrial Development Department, 3512 - 33 Street N.W., Calgary, Alberta T2L 2A6. Phone: (403) 282-9136. Alberta Research Council, c/o Alberta Tourism and Small Business, Room 249 Provincial Building, 200 - 5th Avenue South, P.O. Box 3014, Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5414.*

### Project Research Applicable in Industry (PRAI)

Provides grants for the further development of eligible projects in university laboratories to the point they can be transferred to industry. Projects must be carried out in collaboration with a Canadian-based company. The company is expected to contribute know-how, facilities and services whenever possible. Eligibility: University researchers in cooperation with Canadian companies. The criteria are appropriateness of the project, technical feasibility, the likelihood of successful commercial exploitation by the collaborating company and the potential economic benefits to Canada.

*Natural Sciences and Engineering, National Research Council, Ottawa, Ontario K1A 0R6. Phone: (613) 593-6789.*

### Subsidies - Air Carrier

The Canadian Transport Commission administers federal transportation subsidy programs for regional air carriers. Eligibility: Air transport and related business and industry.

*Canadian Transport Commission, Air Transport Committee, Ottawa, Ontario K1A 0N9. Phone: (819) 997-0344.*

### Subsidies - Railways

The Railway Transport Committee administers federal subsidy programs for railway safety, branch lines and rail passenger services. Eligibility: Railroads and related industry.

*Canadian Transport Commission, Ottawa, Ontario K1A 0N9. Phone: (819) 997-0344.*

# INFORMATION, COUNSELLING AND RESEARCH SERVICES

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### Federal Business Development Bank Courses

The Federal Business Development Bank has for three years been developing a comprehensive series of courses directed to Managers, First Line Supervisors, and Owner/Managers of small businesses. The courses are conducted over a 10 - session period, on a case-study basis. No prerequisites are required. The courses and materials are available on a "brokerage" arrangement between Alberta Advanced Education and Alberta Manpower.

*Further Education Services, Alberta Advanced Education, 6th Floor Devonian Building, East Tower, 11160 Jasper Avenue, Edmonton, Alberta T5K 0L1. Phone: (403) 427-5624.*

### Industry Development Branch

Provides counselling, advice and assistance to companies wishing to establish or expand business or industry in Alberta. Branch personnel are qualified to advise companies in the areas of manufacturing opportunities, locating joint venture partners, arranging manufacturing licenses, industrial design, productivity analysis, patentability, production techniques, plant layout, inventory procedures, efficient utilization of energy, metrification and government policy. Eligibility: Manufacturing, fabrication, high technology, engineering consulting, process construction businesses, motion picture film industry and professional services.

*Industry Development Branch, Alberta Economic Development, 10th Floor Sterling Place, 9940 - 106 St., Edmonton, Alberta T5K 2P6. Phone: (403) 427-2005.*

### Strategic Planning

This branch has responsibility for policy analysis, economic planning and analysis, economic research and futures research. Eligibility: Business.

*Alberta Economic Development, Strategic Planning Branch, 9th Floor Sterling Place, 9940 - 106 Street, Edmonton, Alberta T5K 2P6. Phone: (403) 427-3627.*

### Explosives Act Administration

The Explosives Branch is responsible for the administration of the Canada Explosives Act, including the authorization, inspection, licensing, import, storage, sale, transportation and manufacture of explosives. Eligibility: Related industries, all interested parties.

*Energy, Mines and Resources Canada, Explosives Branch, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 593-7211.*

### Grain Market Development

The Canadian International Grains Institute operates programs to improve export market opportunities for Canadian grain, oilseeds and related products. The federal government contributes 60% and the Canadian Wheat Board 40% of the cost of the institute which conducts courses in grain handling, transportation, marketing, flour milling, bread baking, macaroni manufacturing, oilseed technology, feed manufacturing and animal and poultry nutrition for Canadians and for foreigners selected from countries purchasing these commodities. The program is operated by members of the Canadian International Grains Institute. Eligibility: Canadian grain and oilseeds business.

*Canadian International Grains Institute, 1000 - 303 Main Street, Winnipeg, Manitoba R3C 3G7. Phone: (204) 985-5344 or Department of External Affairs, Grain Marketing Bureau, Ottawa, Ontario K1A 0H5. Phone: (613) 992-7404.*

### Counselling Assistance for Small Enterprises (CASE)

CASE is a management counselling service that assists owners and managers of business enterprises, particularly those of small size, to improve their methods of doing business. Retired business persons perform the counselling services. The only cost is a nominal hourly fee for each counsellor assigned. Eligibility: Any proprietorship, partnership or limited company conducting virtually any type of business enterprise in Canada, providing that the enterprise does not have more than 75 full-time employees and has had prior discussions of its problems with its appropriate business advisor.

*Federal Business Development Bank, 600 Principal Plaza, 10303 Jasper Avenue, Edmonton, Alberta T5J 3N6. Phone: (403) 428-4911.*

### Metric Conversion

Conversion to the metric (SI) system in Canada is being implemented on a voluntary basis. Each sector of the economy carries out its own conversion program in conjunction with its suppliers and customers. The entire program is guided and coordinated by Metric Commission Canada. The Commission provides a wide range of publications, audio-visual aids, symposia and technical information to assist individuals and businesses in conversion to the metric system. The Commission contributes to the costs of replacement or conversion of eligible workers' tools and can provide information on special tax measures that apply to costs of converting of tools, machines, and measuring instruments. Eligibility: Businesses.

*Metric Commission Canada, P.O. Box 4000, Ottawa, Ontario K1A 0H5. Phone: (613) 593-6800.*

### Industry - Technical Information

The National Research Council provides technical information about industrial problems for Canadian industry, particularly small to medium-sized industry. Eligibility: Businesses and industry.

*National Research Council, Technical Information Services, Montreal Road, Ottawa, Ontario K1A 0R6. Phone: (613) 993-3995.*

### Canada Post Office Information

Householder Figures Booklet - Contains the number of households, English and French speaking, receiving mail at post offices and on rural routes not covered by letter carrier.

*Letter Carrier Walk Maps* — Available for all areas covered by letter carriers. They show the number of customers and business places on each route and are used to "blanket" any areas with advertising material.

*Canada Postal Standards Booklet* — Provides guidance to postal customers regarding the design and preparation of letter mail to ensure efficient processing and the best possible postal service.

*Philatelic Information* — Mint stamps and souvenir stamp collections are available at designated outlets throughout Alberta. Eligibility: Businesses.

*Sales and Marketing Department, Canada Post Corporation, 9828 - 104 Avenue, Edmonton, Alberta T5J 2T0. Phone: (403) 420-3074. Retail Sales Specialist, Alberta Postal District, 9828 - 104 Avenue, Edmonton, Alberta T5J 2T0. Phone: (403) 420-3074.*

### Canada Post Office Services

Consultation and brochures are available to provide customers with information on how to prepare and package mail to obtain more efficient postal service, often at lower rates. Programs to assist business and industry include:

*Priority Post* — A next-day premium mail delivery service between designated places of business on a service agreement basis.

*Certified Mail* — A proof-of-delivery system for important letters, documents or merchandise.

*Registered Mail* — Provides security with legal proof-of-mailing indemnity and proof-of-delivery.

*Telepost* — An electronic mail service in conjunction with CNCP. Messages can be dictated to a CNCP operator, or keyed in through a Telex machine. Telegram-like impact, same day delivery if requested.

*Intelpost* — A facsimile service operating in 25 Canadian centres and 20 countries worldwide. Same day delivery, window pickup in less than one hour, or first class delivery (included in $4 per page domestic service).

*Envoypost* — An electronic mail feature of Telecom Canada's Envoy 100. Letter quality printers produce hard copy of electronic mail for delivery in North America, same day or next. User must be a subscriber to Envoy 100.

*Bulk Mail* — Bag service is available if an individual or firm receives volumes of mail to great to be placed in a regular lock box or if no box is available.

*C.O.D. (Cash on Delivery)* — Ensures that the customer pays the amount due for merchandise when delivery is made within Canada.

*Collect Shipment* — Available on all business to business parcel shipments (contract required).

*Lock Box* — Mail Delivery is available to numbered, locked compartments.

*Mail Insurance* — Domestic mail insurance coverage is available for first, third or fourth class items against loss in transit.

*Mail Service*
— First Class: Mail is sent at the regular postal rate.
— Second Class: Available for newspapers and periodicals.
— Third Class: Available for printed material and householder mailings.
— Fourth Class: Available to firms and individuals wishing to send parcels and quantity items at a lower rate than first class delivery.

*Money Orders* — Funds may be transferred through the mails in the form of money orders.

*Redirected Mail* — Mail is redirected for individuals and firms that have moved or changed addresses.

*Special Delivery* — An expedited delivery service of first class letters and parcels.

*Sales Manager, Alberta Postal District, Canada Post Corporation, 9828 - 104 Avenue, Edmonton, Alberta T5J 2T0. Phone: (403) 420-3074 or Sales and Customer Services, Canada Post Office, Station 281, Ottawa, Ontario K1A 0Y2 or your local post office.*

### Interchange Canada Program

Provides for the temporary assignment of public service senior managers and professionals to jobs in the private sector and vice versa, making available to the private sector professional and technical expertise from within government, and developing a better understanding of problems, work methods and areas of common interest between executives inside and outside the public service. Eligibility: Public service and private sector senior managers and professionals.

*Management Category, Programs Branch, Public Service Commission, Lester B. Pearson Building, 125 Sussex Drive, Ottawa, Ontario K1A 0G2. Phone: (613) 593-7691 or 9707 - 110 Street, Edmonton, Alberta T5K 2L9. Phone: (403) 420-3138.*

### Accommodation Industry - Canada

Tourism Canada provides information on issues concerning the planning and development of Canada's accommodation industry. Eligibility: Accommodation industry, and related businesses.

*Department of Regional, Industrial Expansion, The Cornerpoint Building, Suite 505, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2944.*

### Business Information Centres

Business Information Centres provide a regional source of information on all federal and provincial government programs and services available to Canadian business and industry. Each centre is staffed with trained personnel who can either provide immediate answers to enquiries or arrange to have an appropriate official provide the required information. There are ten Business Information Centres in Canada, with one in each province. Eligibility: Business and industry.

*Department of Regional Industrial Expansion, The Cornerpoint Building, Suite 505, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2952.*

### Business Opportunities Sourcing System (BOSS)

BOSS is a computer-based data system developed to promote Canadian business, products and services by making this information known to Canada's trade commissioners abroad and other federal and provincial industry officers across Canada. BOSS is also used as an information source for the production of appropriate DRIE directories, which are frequently the principal reference source for Canadian and foreign buyers seeking Canadian goods and services. To be included in these directories, businesses should apply to the department. Eligibility: Canadian businesses.

*Department of Regional Industrial Expansion, Market Development Branch, The Cornerpoint Building, Suite 505, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2944.*

### Cost-Recoverable Technical Assistance (CRTA)

Over the years, various levels of government in Canada have developed expertise which that is not always available in the private sector. The CRTA program is designed to provide this public sector expertise on a cost-recovery basis to 1. foreign countries on a government-to-government basis, and 2. Canadian companies involved in the export marketing of capital projects. The CRTA provides expertise to foreign countries where Canadian firms have suitable capabilities to develop exports in manufactured goods and services. It assists Canadian companies bidding on foreign projects by providing the help of Canadian government experts to improve their chances of success. Eligibility: Canadian businesses.

*CRTA Unit, Pacific Trade Development Division, Pacific Bureau Department of External Affairs, Promenade du Portage, 5th Floor, Hull, Quebec K1A 0G4. Phone: (819) 997-3484.*

### Fashion Design Assistance Program (FDAP)

To increase the international competitiveness of the Canadian apparel, textile, leather and footwear industries through internship, training in industry grants and promotion. Eligibility: Fashion design students and the fashion industry.

*Fashion Design Assistance Program, Department of Regional Industrial Expansion, 235 Queen Street, Ottawa, Ontario KIA 0H5, or The Cornerpoint Building, Suite 505, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2944.*

### Franchise Assistance

The Distribution Services Branch gives assistance to franchisors and franchisees through the development of seminars and publications. Eligibility: Franchisors, and franchisees.

*Department of Regional Industrial Expansion, Distribution and Services Division, 235 Queen Street, Ottawa, Ontario K1A OH5. Phone: (613) 995-8107.*

### Government Procurement Agreement

This agreement is designed to open a substantial portion of government procurement to international competition on a non-discriminatory basis. The countries involved include Canada, the United States, all member states of the European Economic Community (Common Market), Switzerland, Austria, the Nordic Countries, Japan, Hong Kong and Singapore. The agreement covers purchases valued in excess of about CDN $220,000 for a wide range of products, such as office furniture, machines, electronics equipment, and special vehicles. There are exceptions to the agreement, including purchases for national security purposes, construction and services contracts, prototypes and first products from a research and development contract. Canadian producers of goods covered by the agreement now have an expanded range of export opportunities, but they must be registered with the appropriate government purchasing agencies. Eligibility: Business.

*External Affairs, Government Procurement Agreement, Ottawa, Ontario K1A 0H5. Phone: (613) 995-8228.*

### Inter-Firm Comparison Program

This program helps individual companies to determine, on a strictly confidential basis, how their productivity and profitability compare with their competitors, why they differ and how they can be improved. Eligibility: Any industrial sector desiring to systematically examine its productivity performance.

*Department of Regional Industrial Expansion, Manager, Productivity Improve ment Service, 235 Queen Street, Ottawa, Ontario KIN 0H5. Phone: (613) 995-8107.*

### Paper Burden — Small Business Secretariat

The Small Business Secretariat will provide information and help with problems relating to regulations, paper burden or red tape. A telephone call from anywhere in Canada will get an advocate working on an individual's small business problem. Enquirers wishing to start a new business will be directed to the appropriate government department providing assistance programs. Eligibility: Small or medium sized businesses.

*Regional Industrial Expansion, Corner Point Building, 10179 - 105 Street, Edmonton, Alberta T5J 3S3 Phone: (403) 420-2944 Hotline Number: (613) 995-9197 - call collect.*

### Protein, Oil and Starch Products Development

The POS Pilot Plant Corporation provides Canadian industry with access to experimental facilities for the development of new products and processes involving Canadian vegetable oil, starch and protein material. The facilities are available at a fee for use by Canadian companies and other organizations performing development work. The federal government contributes funds to the operation of the Corporation. Eligibility: Canadian business.

*Department of Regional Industrial Expansion, Suite 814, 601 Spadina Cres. East, Saskatoon, Saskatchewan S7K 3G8. Phone: (306) 665-4400.*

### Tanneries Adjustment Assistance

This program is offered by the Department to encourage and assist footwear manufacturers and tanners to restructure their operations to ensure their continued viability. Eligibility: Related industries.

*Department of Regional Industrial Expansion, Textiles and Consumer Branch, 235 Queen Street, Ottawa, Ontario K1A OH5. Phone: (613) 995-8107.*

### Tourism Development in Canada

Tourism Canada is responsible for the planning and development of Canada's tourist industry, the stimulation of private sector investment and assistance in the form of information and publications to the private sector in productivity improvement and the upgrading of facilities and services. Eligibility: Tourist industry, and interested parties.

*Department of Regional Industrial Expansion, The Cornerpoint Building, Suite 505, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2944 or 235 Queen Street, Ottawa, Ontario KIA OH5. Phone: (613) 995-8107.*

### Restrictive Trade Practices Commission (RTPC)

The Commission acts as a fact-finding and reporting body, and as a court of record under the Combines Investigation Act (investigation of combines, monopolies, trusts and mergers). Eligibility: Business, industry, and the general public.

*Restrictive Trade Practices Commission, Legion House, 359 Kent Street, P.O. Box 336, Station A, Ottawa, Ontario K1N 8V3. Phone: (613) 992-0274.*

### Standards Council of Canada (SCC)

The Council fosters and promotes voluntary standardization in areas relating to the construction, manufacture, production, quality, performance and safety of buildings, structures, manufactured articles, products and other goods. The Standards Council of Canada offers a free service that gives information about the existence, availability, point of sale and scope of a standard in a certain area. This service provides information about National Standards of Canada, other Canadian standards, international standards and some foreign standards. Eligibility: Businesses and industries wishing to standardize products, and persons needing standards information.

*Standards Council of Canada, 1203, 350 Sparks Street, Ottawa, Ontario K1R 7S8. Phone toll free from anywhere in Canada: 1-800-267-8220.*

### Acquisition of Goods and Services for the Federal Government

The Supply Administration is responsible for the acquisition and provision of goods and services required by federal government departments and agencies. Commercial Supply Service acquires goods and services of a commercial nature as well as professional and special services. Science and Engineering Procurement Service acquires or leases technically complex products and research and development services. Eligibility: Businesses wishing to become a government supplier.

*Western Region, Supply Centre, 15508 - 114 Avenue, Edmonton, Alberta T5M 3S8. Phone: (403) 420-3704.*

### Business Counselling

Day-to-day counselling services are available from experienced business analysts and business development representatives. Merchandising and manufacturing specialists are also available. Call the nearest office of the Small Business Division to arrange for a suitable time. Eligibility: Business.

*Alberta Tourism and Small Business, Small Business Division, 15th Floor Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J OH4. Phone: (403) 427-3685.*

### Business Site Locations

Small Business Division representatives are available to help businesses find suitable locations in Alberta compatible with their requirements. Coordination of business location inquiries is achieved by utilizing community profile packages, regional offices and other government departments. Eligibility: Business.

*The department's Small Business Division is located in Edmonton with local offices in nine other centres: 15th Floor Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J OH4. Phone: (403) 427-3685; 5th Floor 999 - 8th Street S.W., Calgary, Alberta T2R 1J5. Phone: (403) 261-6284; 4909 - 48 Street, Camrose, Alberta T4V 1L7. Phone: (403) 672-4411; P.O. Box 2490, Edson, Alberta TOE OPO. Phone: (403) 723-3341; 9905 - 100 Street, Grande Prairie, Alberta T8V 1B9. Phone: (403) 539-2230; Provincial Building, 2nd Floor, 200 - 5 Avenue S., Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5414; Room 217, Provincial Building, 770 - 6 Street, S.W., Medicine Hat T1A 4J6. Phone: (403) 529-3630; Postal Bag 900, Provincial Building, 9621 - 96 Avenue, Peace River, T0H 2X0. Phone: (403) 624-6113; 3rd Floor Provincial Building, 4920 - 51 Street, Red Deer, Alberta T4N 5Y5. Phone: (403) 343-5300; P.O. Box 1688, St. Paul, Alberta. T0A 3A0. Phone: (403) 645-4475.*

### Community Economic Development

Business development representatives in the regional offices work with Alberta communities to help them achieve a viable long-term economic base, support the establishment and expansion of business and industry or activate communities in self-help economic development programs. The Division works closely with elected municipal officials, local business organizations, individual businessmen and other government departments. Eligibility: Business.

*Alberta Tourism and Small Business, Small Business Division, Regional Business Development Branch, 15th Floor Capitol Square Bldg., 10065 Jasper Avenue, Edmonton, Alberta T5J OH4. Phone: (403) 427-5267.*

### Community Profiles

Existing or potential businessmen often require information to make decisions on whether to locate or expand in rural Alberta. For this reason, the Division offers detailed community profiles containing summary facts on population, location, transportation facilities, industrial land, utilities, building permits, etc. As a follow-up, more detailed information, tailored to a business's specific needs, is available on request. Eligibility: Business.

*Alberta Tourism and Small Business, Small Business Division, Regional Business Development Branch, 15th Floor Capitol Square Bldg., 10065 Jasper Avenue, Edmonton, Alberta T5J OH4. Phone: (403) 427-5267.*

### Industrial Land

Enables communities without industrial land to seek assistance from the Alberta Government to assemble and develop industrial land. The Business development representative assists in the explanation, evaluation and application procedure. The Alberta Housing Corporation provides the necessary financial assistance of approved projects. Eligibility: Business.

*Alberta Tourism and Small Business, Small Business Division, Regional Business Development Branch, 15th Floor Capitol Square Bldg., 10065 Jasper Avenue, Edmonton, Alberta T5J OH4. Phone: (403) 427-5267.*

### Management Assistance Program

Groups of about twenty small businesses in a district or community who want to improve performance may take advantage of a Management Assistance Program. Organized through your local Chamber of Commerce or other business organization, management assistance is arranged by the Small Business Division through private management consultants retained to work with each individual business owner/manager. Eligibility: Business.

*Alberta Tourism and Small Business, Small Business Division, 15th Floor Capitol Square Bldg., 10065 Jasper Avenue, Edmonton, Alberta T5J OH4. Phone: (403) 427-3685.*

### Northern Alberta Development Council

Serves as a forum to which the people of Northern Alberta can express their concerns regarding the development of the north. Has responsibility to investigate, monitor, evaluate, plan and promote practical measures to foster general development in the north. Advises government on social and economic development, and on delivery of community and government services to meet the needs of Northern Alberta. Increased public participation is encouraged by regular public meetings. Eligibility: Business and public.

*Northern Alberta Development Council, Postal Bag 900-14, Peace River, Alberta T0H 2X0. Phone: (403) 624-6274.*

### Small Business Guides

Comprehensive Small Business Guides are packed with facts on starting, financing, marketing and operating a business in Alberta. Drop in, phone, or write to our nearest office for copies. Eligibility: Business.

*Alberta Tourism and Small Business, Small Business Division, 15th Floor Capitol Square Bldg., 10065 Jasper Avenue, Edmonton, Alberta T5J 0H4. Phone: (403) 427-3685.*

### Tourism Division - Travel Alberta

Alberta's third largest export industry, tourism is supported by government through Travel Alberta. Its primary objectives are to develop this province as a major year-round travel destination area and to foster planned development of facilities, events and attractions to meet the needs of resident and non-resident visitors. Travel Alberta's program of assistance to the tourism industry is offered through the Travel Industry Association of Alberta (TIAALTA) and by means of its own Marketing, Development and Research and Analysis Branches. Eligibility: Tourism industries, and related businesses.

*Travel Alberta, (General Inquiries), 14th Floor Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J OH4. Phone: (403) 427-4321. In Calgary call: (403) 427-6574.*

### Tourism Industry Assistance

Tourism Canada provides a wide range of services and information to the Canadian tourism industry and the travel trade in Canada's key foreign markets. Services include:

— economic studies of tourism industry proposals,
— mass media advertising campaigns in cooperation with private industry and other levels of government,
— Rendezvous Canada, a marketplace for foreign buyers and Canadian suppliers of package tours,
— assistance to tourism industry development through cooperation with the provinces, trade associations, federal government departments and Crown corporations. Eligibility: Tourism business and industry.

*Tourism Canada, 235 Queen Street, Ottawa, Ontario KIA OH5. Phone: (613) 992-3166.*

### Travel Industry Association of Alberta (TIAALTA)

The Travel Alberta Zone Assistance Program (TAZAP) funds 14 tourist zones in Alberta through TIAALTA. Hotels, motels, resorts, restaurants and other travel-related businesses benefit from TIALLTA's representation of their interests and from localized (zone) promotion. Individual operators or representatives of corporate organizations related to the travel industry in Alberta are strongly encouraged to consider membership in TIAALTA. Eligibility: Tourism industries and related businesses.

*Travel Industry Association of Alberta, 102, 3016 - 19th Street N.E., Calgary, Alberta T2E 649. Phone: (403) 250-2760.*

### Corporate Income Tax

Enquiries about the administration and interpretation of the Alberta Corporate Income Tax Act or specific corporate account transactions may be directed to Alberta Treasury, Corporate Tax Administration. Corporate income tax forms and tax-related information circulars and bulletins are available upon request. Eligibility: Corporations with permanent establishments in Alberta since January 1, 1981.

*Corporate Tax Administration, Alberta Treasury, Sir Frederick W. Haultain Building, 9811 - 109 Street, Edmonton, Alberta T5K 2L5. Phone: (403) 427-0712. Call toll free to Zenith 22143.*

### Alberta Royalty Tax Credit Program

Provides corporations a tax credit of 50 per cent, to an annual maximum of $2,000,000, in respect of Alberta crown royalties (as defined in the Alberta Corporate Income Tax Act) receivable by or payable to Alberta under a lease, licence, reservation or permit granting petroleum rights, natural gas rights or petroleum and natural gas rights. Eligibility: Corporations which have Alberta crown royalties in the taxation year for which the royalty tax credit claim is made.

*Corporate Tax Administration, Alberta Treasury, Sir Frederick W. Haultain Building, 9811 - 109 Street, Edmonton, Alberta T5K 2L5. Phone: (403) 427-0712. Call toll free to Zenith 22143.*

### Public Utilities Income Tax Transfer

A joint federal-provincial program which refunds the corporate income tax paid by Alberta utility companies. The tax refund is then reflected in reduced utility rates levied on consumers. Eligibility: All Alberta consumers (businesses and individuals) automatically receive the benefit of the rate reduction.

*Revenue Administration, Alberta Treasury, 9811 - 109 Street, Edmonton, Alberta T5K 0C8. Phone: (403) 427-3044. Call toll free to Zenith 22246.*

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### Agricultural Development Committees

Act in advisory capacity to Alberta Agriculture on credit and rural development, on disposition of public lands, and on any matters likely to affect development within the local area. Also, act as appeal boards to review decisions on loans rejected by the Agricultural Development Corporation. Eligibility: Advisory services available to above agencies and appeals are provided to anyone questioning a loan application decision of the Agricultural Development Corporation.

*Alberta Agriculture, Agricultural Services Branch, Engineering and Rural Services Division, 201 J.G. O'Donoghue Building, 7000-113 Street, Edmonton, Alberta T5K 2C8. Phone: (403) 427-2171.*

### Agricultural Engineering Advisory Program

Provides advisory assistance in the choice and operation of farm machinery, farmstead mechanization, farm water management, water supply, and sewage disposal. Also provides assistance in developing and improving environmentally controlled structures for livestock or poultry production; vegetable, grain and forage storage; and general farmstead planning. Eligibility: Available to all producers.

*Alberta Agriculture, Engineering and Rural Services Division, Room 201, 7000-113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2181.*

### Agricultural Engineering Research and Demonstration Services

Advises on all types of agricultural engineering research and demonstration projects and technical aspects of seed cleaning and food processing. Initiates research and demonstration projects. Eligibility: The general and farming public and agribusiness.

*Alberta Agriculture, Engineering and Rural Services Division, Room 201, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2181.*

### Agricultural Job Placement

Specialized employment centres, called Canada Farm Labour Pools, in about 100 agricultural communities across Canada, work in conjunction with Canada Employment Centres, to match farm employment vacancies with suitable farm workers. Eligibility: Farmers, herd owners, and agribusinesses.

*Employment and Immigration Canada, Canada Farm Labour Pool, Place du Portage, Phase IV, Ottawa, Ontario K1A OJ9. Phone: (819) 994-6013 or contact your nearest office of the Canada Farm Labour Pool or Canada Employment Centre.*

### Agricultural Law Service

Prepares and provides information on the contents of all agricultural statutes and amendments, their practical applications and restrictions, and recent court cases that clarify and interpret the legislation. Information may be provided through farm law seminars, lectures and private consultation. Eligibility: Farmers, farm organizations, agribusiness and government personnel.

*Agricultural Law Service, Field Services, Agricultural Centre, Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5131 or (403) 429-2406.*

### Agricultural Products Board

The Board has a broad authority to buy, sell and import agricultural products. It deals with matters ancillary to price support operations but not coming specifically under the authority of the Agricultural Stabilization Act. The Products Board Act has been used to provide purchase and resale price support to a number of agricultural commodities. Eligibility: Agricultural producers, and agricultural processors.

*Secretary-Manager, Agricultural Products Board, Sir John Carling Building, 930 Carling Ave., Ottawa, Ontario K1A OC5. Phone: (613) 995-5423.*

### Agricultural Products - Market Development

The Marketing and Economics Branch is responsible for market expansion and increased marketing effectiveness for Canadian agricultural products; it arranges cooperative marketing, provides market information reports and assistance in product promotion, and analyses trends of developments in agriculture and related sectors of the economy. Eligibility: Farmers, and agribusinesses.

*Agriculture Canada, Sir John Carling Building, Central Experimental Farm, Ottawa, Ontario K1A OC5. Phone: (613) 995-8963.*

### Agricultural Products Marketing Council

The Council is responsible for the administration of the Marketing of Agricultural Products Act. This Act provides for the establishment, operation and control of agricultural marketing boards and commissions. The Council's functions include the supervision of marketing boards and commissions and the administration and operation of the regulations made under the Act.

*Agricultural Products Marketing Council, J.G. O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2164.*

### Agricultural Research Inventory

The Department maintains inventories of agricultural and food-related research and development in Canadian universities, industry and governments. Eligibility: Agricultural producers, food processors, and related industries.

*Agriculture Canada, Research Program Service, 1133 K.W. Neatby Bldg., Carling Avenue, Ottawa, Ontario K1A OC6. Phone: (613) 995-9071.*

### Agricultural Service Boards

To assist rural municipalities in providing agricultural services and programs for the farming public. Includes demonstrations and introductions of farm practices, conservation programs, and activities that would be difficult for the community to provide without an organized agency. Eligibility: Rural municipalities, counties, improvement districts and special areas.

*Head, Agricultural Services Branch, Engineering and Rural Services Division, Alberta Agriculture, 201 J.G. O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2171.*

### Agriculture and Food Market Situation and Outlook Program

The Department provides information on current and prospective domestic and international markets for agricultural products. Publications on grains, oilseeds, livestock and other agricultural commodities and food are available. An Agricultural Outlook Conference is held each year. Eligibility: Farmers, agribusiness, international organizations, and general public.

*Agriculture Canada, Marketing and Economics Branch, Sir John Carling Building, Central Experimental Farm, Carling Avenue, Ottawa, Ontario K1A OC5. Phone: (613) 995-5880 ext. 408.*

### Agriculture Communications Service

Provides an information program directed towards producers, agribusiness, consumers, and the general public. Agricultural polices, programs, research development, and marketing are reviewed through daily radio and television programming, news releases, publications, and audiovisual productions. Assistance in preparation and distribution of information is provided within the department and to commodity groups, farm organizations, and other agencies. Home study courses for producers are also available. Includes liaison with other provincial agriculture departments and with Agriculture Canada. Eligibility: Information resources, including radio and television, home study courses and publications, available to the general public.

*Alberta Agriculture, Communications Division, J.G. O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2127.*

### Agriculture Processing Development

To assist "value-added" processors of Alberta's raw agricultural production to protect and increase a domestic and export market share. Assistance in research, development feasibility and finance through direct staff involvement and information supply in the areas of physical plant construction, modification or expansion and processed product development, formulation and quality control. Eligibility: Individuals or firms processing agricultural food and feed products in Alberta, investors wishing to locate or develop secondary or tertiary processing facilities in Alberta, and exporters or importers of Alberta's processed agricultural food or feed products.

*Alberta Agriculture, Agricultural Processing Development Branch, Marketing Services Division, J.G. O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7325.*

### Alberta Dairy Control Board

Designed to control the purchase and sale of fluid milk in Alberta, with jurisdiction in seven control areas. Includes enforcement of market regulations, the fluid milk market, and price payments to producers set by the Alberta Public Utilities Board. Administers the Provincial Fluid Milk Pool. Administers Federal/Provincial Supply Management Program. Eligibility: Milk producers and processors of Alberta.

*Dairy Division Office, Alberta Agriculture, Provincial Building, 5201 - 50 Avenue, Wetaskiwin, Alberta T9A OS7. Phone: (403) 352-1231.*

### Alberta Grain Commission

The Commission was formed by Ministerial Order in March 1972 to examine all aspects of Alberta's grain and oilseed industry, and to make policy and program recommendations aimed at increasing net farm income to the Minister of Agriculture. Eligibility: Individuals, groups or industry associated with grain production or marketing within the province.

*Alberta Grain Commission, 305, J.G. O'Donoghue Building, Edmonton, Alberta T5K 5T6. Phone: (403) 427-7331.*

### Alberta Horticultural Research Centre

The Alberta Horticultural Research Centre provides research, development demonstration, and extension services. The Centre tests fruit, vegetables, special crops, ornamental plants for suitability in Alberta. A diagnostic service is available for crop tests. Leaf cutter bees and honey bees advisory services provided. Testing continues on use of herbicides, insecticides, and disease control products. Advice and encouragement given for the development of industry related to horticulture storage, marketing and processing. Visitors are welcome on the grounds at all times and to inspect projects by appointment. Eligibility: any interested person or organization.

*Alberta Horticultural Research Centre, Brooks, Alberta T0J 0J0. Phone: (403) 362-3391, or Plant Industry Division, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5372.*

### Animal Disease and Protection

The Food Production and Inspection Branch is responsible for the control and eradication of livestock diseases within Canada and aims at preventing the introduction of animal diseases into the country by regulating import; and by quarantine, inspection and testing of imported animals. It carries out disease eradication and control programs (owners are compensated for livestock slaughtered in brucellosis and other disease-eradication programs), and requires inspection and certification for export, and treatment of livestock in transit. Eligibility: herd owners, farmers, agribusiness.

*Agriculture Canada, Food Production and Inspection Branch, Sir John Carling Building, Central Experimental Farm, Carling Avenue, Ottawa, Ontario K1A 0C5. Phone: (613) 992-2114. Regional Office: Veterinary Inspection, 750 Harry Hays Bldg., 220 - 4th Ave. S.E., Postal Station M, Bag 2998, Calgary, Alberta T2P 3C3. Phone: (403) 231-4301.*

### Animal Nutrition Advisory Service

The division maintains a nutrition section to provide information on livestock feeds, nutrition and management; diagnose and suggest corrections for nutrition related problems; and make feeding recommendations on feeds that have been analyzed for nutrient content at a feed testing laboratory. Eligibility: Alberta livestock producers, feed industry, veterinarians and related agri-businesses.

*Animal Nutrition Section, Animal Industry Division, Alberta Agriculture, 905, 6909 - 116 Street, Edmonton, Alberta T6H 4P2. Phone: (403) 436-9150.*

### Animal Pathology -
### Diseases Research and Testing

Animal Pathology conducts research on diseases of food animals, provides laboratory, diagnostic and consultative services to the animal health and meat hygiene programs of the Department, and acts as consultant on the registration, licensing and use of biological agents and other veterinary and pest-control products sold in Canada. It provides liaison with provincial and university laboratories and offers diagnostic services to federal veterinarians in support of regulatory disease programs and export testing at its eight laboratories across the country. Eligibility: private veterinary practitioners.

*Agriculture Canada, Animal Pathology Division, Halldon House, 401, 2255 Carling Avenue, Ottawa, Ontario K1A 0Y9. Phone: (613) 995-5433.*

### Animal Waste Management Program

Advisory assistance and promotion of recommended practices for animal waste management. Designed to reduce or eliminate air, soil and water pollution from livestock enterprises. Successful applicants may obtain a Certificate of Compliance. A co-operative program with other government departments, farm organizations and industries. Eligibility: all Alberta farmers.

*Animal Waste Management Specialist, Engineering Home Design Group, Alberta Agriculture, 3rd Floor Provincial Building, 4920 - 51 Street, Red Deer, Alberta T4N 6K8. Phone: (403) 343-5324.*

### Apiculture (Bees)

Provides advice and supervises programs of production, management, and disease control in honey bees. Eligibility: Alberta beekeepers and honey processors.

*Apiculture Section, Crop Protection Branch, Plant Industry Division, Alberta Agriculture, Box 415, Falher, Alberta T0H 1M0. Phone: (403) 837-2252.*

### Artificial Insemination Technician Training Courses

Livestock branch cooperates with agricultural colleges in preparing and conducting training and updating courses for A-1 technicians. Eligibility: people interested in learning or updating A-1 technical skills. Preference given to Alberta residents.

*Beef Cattle and Sheep Branch, Animal Industry Division, Alberta Agriculture, 2nd Floor 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5083.*

### Business Analysis

Acts in a business management support role to agribusiness and agricultural organizations in the areas of finance, accounting and business management. Offers counselling in financial planning and control, input into feasibility studies and capital proposals, and information on management training and financial assistance programs available to agribusiness. Eligibility: Agribusiness.

*Business Analysis Branch, 304 J.G. O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5374.*

### Canada Farm Labor Pools

Operate as employment offices in farming communities to help both local farmers find workers and farm workers find jobs. Local Agricultural Manpower Boards act in an advisory capacity to the pools and establish guidelines for wage rates, working conditions, and accommodation for workers hired through Canada Farm Labour Pools. Eligibility: Farmers and farm workers.

*Local Farm Labour Pools and Canada Employment Centres.*

### Canada Grains Council

The Canada Grains Council is an association of twenty-seven member organizations representing thousands of individuals across Canada in every sector of the grains community. Included are farmers, feed manufacturers, seed growers, shippers and exporters and those associated with grain companies, railways, agricultural organizations and the seed trade. The basic functions of the Council are to provide a forum for discussion for all segments of the grains industry, to act as a liaison with Government and to work towards increasing markets for Canadian grains at home and abroad. Coordination of research and dissemination of information form an integral part of its program.

*Canada Grains Council, 760, 360 Main Street, Winnipeg, Manitoba R3C 3Z3. Phone: (204) 942-2254.*

**Canadian Wheat Board**

The Canadian Wheat Board has sole jurisdiction over export sales of wheat, oats and barley produced in Western Canada, and for the domestic sales of these grains for human consumption. It also controls delivery of these and other major grains and coordinates their movement to terminal elevators. Eligibility: Grain producers, related industries, agribusiness.

*Canadian Wheat Board, 423 Main Street, P.O. Box 816, Winnipeg, Manitoba R3C 2P5. Phone: (204) 949-3423.*

**Cheese Quality and Expansion Program**

Designed to improve cheese quality in Alberta, and expand production of the varieties of cheese. Eligibility: Existing and proposed cheese plants.

*Dairy Division, Alberta Agriculture, Provincial Building, Wetaskiwin, Alberta T9A OS7. Phone: (403) 352-1227.*

**Commodity Development**

A link between individual producers, producer organizations and the domestic marketplace. Provides leadership, support, financial assistance, and market information to commodity associations, boards, commissions, and other producer marketing organizations, groups, or individuals. Eligibility: Business.

*Commodity Development Branch, Marketing Services Division, Alberta Agriculture, J.G. O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6.*

**Crop Improvement Program**

Designed to provide information on cropping procedures, production and marketing of cereals, oilseeds, forage, and special crops. Eligibility: Alberta producers and allied industry.

*Field Crops Branch, Plant Industry Division, Alberta Agriculture, Bag Service 47, 5718 - 56 Avenue, Lacombe, Alberta TOC 1SO. Phone: (403) 423-4214 or (403) 782-4641.*

**Dairy Herd Improvement Program**

A computerized dairy herd management program providing information on breeding, feeding, and management necessary for efficient management decisions. Includes record of production on an individual-cow basis. Owner sample and supervised programs available. Eligibility: Alberta breeders and owners of dairy cattle.

*Dairy Division, Alberta Agriculture, Provincial Building, 5201 - 50 Avenue, Wetaskiwin, Alberta T9A OS7. Phone: (403) 352-1223.*

**Dairy Plant Inspection and Advisory Services**

Responsible for inspection of milk plants and products. Requires necessary bonding and licenses for plants and personnel. Provincial Food Laboratory analyzes samples. Responsible for check testing, check grading and sampling and measurement of producer products. Examines candidates for Bulk Milk Tank Grader Licenses, Milk and Cream Graders Licenses, and Milk, and Cream Testers Licenses. Eligibility: Dairy manufacuring plants.

*Dairy Division, Alberta Agriculture, Provincial Building, 5201 - 50 Avenue, Wetaskiwin, Alberta T9A OS7. Phone: (403) 352-1227.*

**Dairy Support Program**

To balance domestic production and market requirements. There are four key areas to the program: purchase of dairy products for export or resale, producer levies, market sharing quotas and direct subsidy payments to producers. Eligibility: Dairy Producers. Note: The Canadian Dairy Commission has a $2.2 million budget available for dairy products development and market research. The C.D.C. also sells butter and skim milk powder from its inventories to processors and wholesalers across Canada.

*Canadian Dairy Commission, 2197 Riverside Drive, Ottawa, Ontario K1A 0Z2. Phone: (613) 998-9490.*

**District Agriculturist Program**

District Agriculturists are the first line of contact between the agricultural community and the Department, act as the vehicle through which all departmental programs are distributed to the farming community. District agriculturists also offer short courses and provide information on all aspects of agriculture, as well as a comprehensive credit and assistance program aimed at increasing the viability of the agricultural community. Eligibility: The agricultural community.

*Assistant Deputy Minister, Alberta Agriculture, 3rd Floor J.G. O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2439.*

**Farm Implement Act**

Responsible for licensing dealers and distributors; assisting farmers with warranty and repair part supply problems. Eligibility: Farmers and farm implement dealers.

*Farm Implement Act Administration, Engineering and Rural Services, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2188.*

**Farm Inspection and Advisory Services**

Responsible for inspection of producer premises. Assist producers in premise design, equipment selection and quality control procedures. Certifies producers premises for fluid milk production. Monitors raw milk quality with Provincial Food Laboratory providing sample analysis. Responsible for ensuring correct producer pay via leveling bulk milk tanks and correct bulk milk tank grader procedures. Eligibility: All milk producers or potential milk producers in Alberta.

*Dairy Division, Alberta Agriculture, Provincial Building, 5201 - 50 Avenue, Wetaskiwin, Alberta T9A OS7. Phone: (403) 352-1220.*

**Farm Safety Program**

Monitors farm accidents from selected hospitals to provide pertinent information on the nature of accidents. Provides educational and informational programs on agricultural health and safety. Provides services aimed at preventing farm accidents by: 1. conducting farm safety seminars/workshops. 2. designing farm safety awareness programs for kindergarten and elementary schools. 3. providing grants to:

a) agricultural societies which use a safety theme for display in agricultural societies which sponsor a farm safety workshop

b) agricultural colleges for students who provide leadership and originality in promoting farm safety during their academic year.

c) Alberta Farm Writers' Association for a writer or broadcaster who is judged to have contributed most in promoting farm safety in Alberta.

4. presenting farm safety displays at agricultural fairs and exhibitions. 5. airing farm safety messages periodically on radio and television during the peak farming season. 6. printing pamphlets/newsletters to cover specific topics dealing with farm hazards. 7. issuing press releases with updated farm safety information. Eligibility: Primary school children, farm families, and farm workers.

*Manager, Farm Safety Program, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta. Phone: (403) 427-2186.*

### Farm Structures Program

Provides assistance in developing and improving environmentally controlled structures for livestock or poultry production, vegetable, grain, and forage storage, and general farmstead planning. Eligibility: Producers.

*Alberta Agriculture, Engineering and Rural Services Division, Room 201, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2181.*

### Farm Workers' Program

The Commission programs, encompassing training, manpower planning and mobility provisions, are designed to provide a sufficient number of skilled workers to the Canadian farming sector. Eligibility: Farmers, agribusiness.

*Employment and Immigration Canada, Canada Agriculture Manpower Program. Contact your nearest Canada Employment Centre.*

### Feed and Forage Exchange

Puts buyers and sellers of feed grains and forage in contact with each other. Parties are responsible for making all sale and delivery arrangements. The Exchange takes no part in pricing. Eligibility: Business.

*Alberta Grain Commission, 305, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7331.*

### Feed Testing Service

Provides analyses of hay, silage, grain, and other home grown feeds to determine nutrient content, and excessive levels of substances such as nitrates. Recommendations are made for livestock ration. Plant analysis aids in diagnosing crop production problems, and making recommendations. Soil Testing Service: Provides analysis of field, garden and greenhouse soils to determine available nutrients and levels of other soil properties related to plant growth. Eligibility: Farmers, ranchers, greenhouse operators, and gardeners, through all district offices and most feed and fertilizer stores. Fee is $10 per sample.

*Soils Branch, Plant Industry Division, Soils and Feed Testing Laboratory, Room 905, O.S. Longman Bldg., 6909 - 116 Street, Edmonton, Alberta T6H 4P2. Phone: (403) 436-9150.*

### Food Laboratory Services

The Provincial Food Laboratory Services Branch through its laboratories in Edmonton and Airdrie provide a wide range of chemical, microbiological, biochemical, physical and organoleptical analyses, and other scientific and technical assistance to Alberta food processors, distributors, exporters, various provincial government agencies and, in some cases, to the general public. Eligibility: Alberta business and government agencies involved in food production, processing, export, or distribution requiring scientific assessment on quality, safety or nutritional value of food products or food ingredients produced in Alberta.

*Food Laboratory - Edmonton, Food Laboratory Services Branch, O.S. Longman Laboratory Building, 6909 - 116 Street, Edmonton, Alberta T6H 4P2. Phone: (403) 436-9450 Telex: 037-42755 or Food Laboratory - Airdrie, Food Laboratory Services Branch, Regional Agricultural Centre, Bag Service No. 1, Airdrie, Alberta T0M 0B0. Phone: (403) 948-5101.*

### Food Production and Inspection Branch

The Food Production and Inspection Branch of Agriculture Canada regulates the production of food and food processing in Canada. It licenses and registers agricultural production inputs, prevents, controls and eradicates animal and plant pests and diseases, monitors the production of foods and inspects, grades and certifies products to make sure they meet health, safety and quality standards. The Branch also negotiates standards for imports and exports of agricultural, food and forest products. The main goal of the agri-food and inspection program is to ensure that Canadian consumers have safe and wholesome foods and that Canada remains competitive and is able to exploit its full food production and trade potential.

*Food Production and Inspection Branch, Agriculture Canada, Sir John Carling Building, 930 Carling Avenue, Ottawa, Ontario K1A 0C5.*

### Food Processing Development Centre, Leduc

The Centre can assist food processors in problem solving and in the developmental aspects of food product, processing and packaging. Information and technical services are provided in-plant or by utilization of Centre facilities which include test kitchen, development laboratory and pilot plants. Eligibility: Alberta food and feed processors, proposed entrants and their suppliers; commodity associations.

*Food Processing Development Centre, Box 1217, 6309 - 45 Street, Leduc, Alberta T9E 2X7. Phone: (403) 986-4793.*

### Fungicides - Technical Information

Technical pesticide information is available from the Pesticide Unit. Eligibility: Those using and interested in fungicides, pesticides, etc.

*Agriculture Canada, Research Program Service, Sir John Carling Building, Central Experimental Farm, Carling Avenue, Ottawa, Ontario K1A 0C5. Phone: (613) 995-9073.*

### Grain Prices Information

A phone-in service to keep buyers and sellers of open market grains informed of the latest range of grain prices. Eligibility: Business.

*Alberta Grain Commission, 305, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7331 or 1-800-222-6414.*

### Grain Transportation

The Grain Transportation Directorate is responsible for the identification and analysis of grain transportation and handling problems, and provides advice and guidelines on grain transportation and related industries. Eligibility: Related industries.

*Transport Canada, Grains Group, Transport Canada Building, Place de Ville, Ottawa, Ontario K1A 0N5. Phone: (613) 996-6474.*

### Grain Transportation - Coordination

The Grain Transportation Coordinator is responsible for the coordination and allocation of grain cars to the Canadian Wheat Board, the grain industry and producers, as well as the identification and resolution of blockages and bottlenecks in the transportation and handling system. Eligibility: Related industries.

*Transport Canada, Grain Transportation Agency, 135 Lombard Avenue, Winnipeg, Manitoba R3B OT4. Phone: (204) 949-3214.*

### Grains and Oilseeds Program

This program is designed to achieve sustained market growth and to maintain an orderly marketing system for Canadian grains and oilseeds and their products. Eligibility: Related industries.

*External Affairs Canada, Grain Marketing Bureau, 235 Queen Street, Ottawa, Ontario K1A OG2. Phone: (613) 992-6329.*

### Home Design Program

Responsible for the development and delivery of an educational rural housing program which includes low energy new housing, retrofit, and alternate forms of energy, providing current information in the housing speciality by way of extension programs, mass media, and written literature. Eligibility: Farm families.

*Head, Home and Community Design Branch, Alberta Agriculture, 2nd Floor J.G. O'Donoghue Bldg., 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Regional Home Designer, Airdrie, Direct Line - Phone: (403) 948-5101. Regional Home Designer, Red Deer, Direct Line - Phone: (403) 343-5322.*

### Horse Industry Program

Responsible for maintaining liaison with the horse industry in matters of general information on management, nutrition, breeding, and educational matters. Assists in formation of Alberta horse councils, and coordinated general activities such as fairs and shows throughout the province. Assists in special projects involving the many different breed associations in the province. Provides information on the horse industry to the general public. Eligibility: Horse breeders, and the general public.

*Horse Industry Branch, Alberta Agriculture, Room 905, 6909 - 116 Street, Edmonton, Alberta T6H 4P2. Phone: (403) 436-9150.*

### Horticulture Liaison Officer

Responsible for disseminating information from different sources to the general public. Areas of concern include ornamentals, fruit, vegetables, lawns, and native plants. Eligibility: Services available to Alberta residents in need of horticultural information and advice.

*Plant Industry Division, Agriculture Bldg., Alberta Tree Nursery and Horticultural Centre, R.R. #6, Edmonton, Alberta T5B 4K3. Phone: (403) 973-6877.*

### International Exchange Program

International Exchange Programs have been established to encourage and promote trade and enable people directly involved in agricultural production in both countries to understand the techniques necessary for top performance and to maximize production by working/learning/teaching in the other country. Eligibility: Exchangees are accepted from farms, from universities or agribusiness directly involved in production.

*Extension Division, Alberta Agriculture, 2nd Floor 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2402.*

### Irrigation and Conservation Division

Responsible for administering soil and water conservation policies and programs of Alberta. Provides advisory services, technical support and financial assistance to farmers and producer groups on programs related to on-farm soil and water management. Through review, promotion, demonstration and development, expand the availability of technology that will conserve productive soil and water resources for agricultural use.

*Irrigation and Conservation Division, Alberta Agriculture, Agriculture Centre, Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5140.*

### Resource Planning Division

Responsible to support planning activities related to the allocation, development, management and conservation of Alberta's land and water resources for the long term benefit of the agricultural sector. Provision of irrigation project planning, land classification and resource analysis services to farm organizations, local authorities and provincial agencies. Administers related programs and policies.

*Resource Planning Division, Alberta Agriculture, J.G. O'Donoghue Building, Edmonton, Alberta T6H 5T6. Phone: (403) 427-4026.*

### Irrigation Secretariat

Responsible for administering the Irrigation Act as it applies to the operation of irrigation districts and individual water users, and is responsible to and acts as the manager and secretary of the Irrigation Council. The functions are to establish liaison and communication among the Irrigation Council, boards of districts, special committees and boards, and other organizations dealing with matters pertaining to irrigation, to evaluate and prepare recommendations on irrigation policy for Council, to assist and advise irrigation district boards on administrative procedure, and to prepare and publish and circulate information and material pertaining to irrigation. Eligibility: Irrigation districts, individual water users, other organizations, committees or persons having an interest in irrigation.

*Office of Irrigation Secretariat, Alberta Agriculture, 265, 200 - 5 Ave. S., Provincial Building, Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5176.*

### Livestock Regulatory Services

Responsible for registration of brands, brand inspection of all horses and cattle being marketed or shipped out of the province; licensing of livestock dealers, dealers' agents, and stockyards; and administration of the Stray Animals Act to protect livestock producers against theft and unscrupulous trade practices. Eligibility: Producers and livestock industry in Alberta.

*Regulatory Services and Feeder Associations Branch, Animal Industry Division, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5098.*

### Margarine Quality Control

Involves random sampling of margarine distributed in Alberta, to be collected at retail stores, analyzed for composition, and examined for packaging and labelling. Monitoring use of margarine in public eating places. Packages must be submitted by manufacturers for Ministerial approval. Eligibility: All margarine manufacturers.

*Dairy Division, Alberta Agriculture, Provincial Building, 5201 - 50 Avenue, Wetaskiwin, Alberta T9A OS7. Phone: (403) 352-1227.*

### Market Analysis Branch

Provision of market and business information and analysis for farmers, agribusiness and in-house agents. Market information, both domestic and international, is collected, relayed and/or analyzed and disseminated in appropriate form to clients. Programs are designed to provide market information for decision-making by the industry. Eligibility: Farmers, agribusiness, department staff, and others who request assistance.

*Market Analysis Branch, Alberta Agriculture, 3rd Floor 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-7132.*

### Market Development

Development, coordination and implementation of service and support policies and programs that will optimize Alberta exports of agricultural commodities, processed products and technical services. Services of the sector include definition and evaluation of export opportunities, establishment of avenues of communication between buyers and sellers and provision of promotional, financial and sales contract assistance to Alberta suppliers. Eligibility: Services are available to all suppliers of agricultural commodities, purebred livestock, food and feed, processed products and technical services to export markets.

*Market Development, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-4241.*

### Market Information Services

Provides market information on all Canadian agricultural products on a daily, weekly, monthly and annual basis. Information is provided for dairy, poultry, horticulture, grains and livestock products. All information is distributed free of charge upon request. Eligibility: Available to all upon request.

*Market Information Services, Marketing and Economics Branch, Agriculture Canada, Room 557 Sir John Carling Building, Ottawa, Ontario K1A OC5. Phone: (613) 995-5880.*

### Meat Inspection

The Meat Hygiene Division is responsible for the inspection of meats for export and interprovincial movement (wholesome meat products bear the Meat Inspection Legend), and for the inspection of imported meat products. Eligibility: Meat producers, retailers, related industries.

*Agriculture Canada, Veterinary Inspection, 750 Harry Hays Building, 220 - 4th Ave.S.E., Postal Station M, Bag 2998, Calgary, Alberta T2P 3C3. Phone: (403) 231-4301.*

### Meat Inspection Service

Designed to ensure a safe and wholesome meat supply to all Albertans, and to provide inspection services to small rural abattoirs not previously inspected. Eligibility: Abattoirs in Alberta.

*Meat Hygiene Branch, Alberta Agriculture, O.S. Longman Building, 6909 - 116 Street, Box 8070, Postal Station F, Edmonton, Alberta T6H MP2. Phone: (403) 436-9340.*

### Municipal Seed Cleaning Plant Program

Designed to provide high-quality seeds, and minimize the spread of weed seeds. Eligibility: Alberta producers.

*Field Crops Branch, Plant Industry Division, Alberta Agriculture, Bag Service 47, 5718 - 56 Avenue, Lacombe, Alberta TOC 1SO. Phone: (403) 423-4214 or (403) 782-4641.*

### National Farm Products Marketing Council (NFPMC)

The Council advises the Minister of Agriculture on the establishment and operation of national agricultural agencies, and works with these agencies in promoting more effective marketing of farm products. Chicken, egg and turkey marketing boards have already been established. Eligibility: Agribusinesses, farmers.

*National Farm Products Marketing Council, Place de Ville, Centre Building, 2nd Floor 300 Sparks Street, Ottawa, Ontario K1R 7S3. Phone: (613) 995-2297.*

### Plant Biotechnology Institute

The Prairie Regional Laboratory is now known as the Plant Biotechnology Institute and carries out work in plant cell systems and cultures, the development of new plant strains, new uses for crops, plant-related fermentation and cellular fixation of nitrogen and carbon. This facility includes a controlled environmental facility for studies of plant and cell growth in normal and abnormal conditions. Eligibility: Farmers, agribusinesses and related industries.

*National Research Council, Plant Biotechnology Institute, 110 Gymnasium, University Campus, Saskatoon, Saskatchewan S7N OW9. Phone: (306) 665-5284.*

### Pork Industry Program

Responsible for encouraging expansion of the pork industry in Alberta, through advisory and extension services. Engages in cooperative research with the Lacombe Research Station and the University of Alberta. Responsible for extension programs, including radio and television input, and for liaison with various Alberta swine producer associations. Eligibility: Pork producers, various groups related to the pork industry, and the general public.

*Pork Industry Branch, Animal Industry Branch, Alberta Agriculture, 204, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5090.*

### Poultry Program

Responsible for developing and administering regulations, policies, and programs to improve the economic wellbeing of the Alberta poultry industry, and to assure consumer quality protection and public health. Responsible for licensing and bonding of poultry product dealers. Provides economic studies for continuously updated production cost data and outlook information to all phases of the poultry industry. Eligibility: Services available to poultry producers, allied industry, and the general public.

*Poultry Branch, Animal Industry Division, 7000 - 113 Street, Edmonton, Alberta T6H 5T6.*

### Prairie Farm Rehabilitation Administration (PFRA)

Financial and technical aid is given to farmers for building dugouts, stockwatering dams, irrigation projects and wells. The PFRA Tree Nursery provides free tree seedlings for on-farm plantings and helps farmers plan and maintain shelterbelts. Under the Alberta Irrigation Rehabilitation Agreement, large irrigation structures in the province are being rebuilt. Eligibility: Farmers only for water development. Certain other groups may qualify for tree seedlings.

*Prairie Farm Rehabilitation Administration, Motherwell Building, 1901 Victoria Avenue, Regina, Saskatchewan S4P OR5. Phone: (306) 359-5088.*

### Preventative Medicine Branch

Responsible for maintenance of health in livestock herds and flocks, inspection programs, educational activities and disease investigations. Field veterinarians are responsible for: technology transfer to livestock producers and agribusiness through printed materials, electronic media, meetings and individual farm visits; enforcement of acts and regulations; health programs, disease investigations; advisory and consulting services; and administration of six government-owned veterinary clinics. Inspection of livestock offered for sale is conducted at all public livestock auction markets and all cattle and sheep entering Alberta grazing reserves are examined for presence of disease. The swine herd health and calf preconditioning programs actively encourage improved health status and management practices. Eligibility: Livestock producers and agribusinesses in Alberta.

*Note: For information on meat inspection and slaughter operations in Alberta, please contact Dr. G.W. Summers, Meat Hygiene Branch, Animal Health Division, 3rd Floor O.S. Longman Building, 6909 - 116 Street, Edmonton, Alberta T6H 4P2. Phone: (403) 436-9340.*

### Production and Resource Economics Branch

Conducts research in applied agricultural production and resource economics and provides an information service in the areas of crops, livestock, dairy, land and water resources, and agriculture transportation. On the production side, studies are undertaken to determine the production costs and returns of various agricultural commodities by region and throughout the province. The branch monitors the provincial fluid milk production costs for the Public Utilities Board, undertakes studies which place special emphasis on enterprise analysis of various types of management systems, assists in the economic evaluation of prospective farm business enterprises and helps in the decision process.

Regarding resource economics, the branch is responsible for determining the economic benefits and costs of land and water resource development and their use in agriculture. The relationship between agricultural and alternative competing land uses is evaluated, and energy use in agriculture is examined. Resource economic research results and information are provided to policy makers within and outside Alberta Agriculture to help guide resource allocation and use in an economically and socially efficient manner. Eligibility: Provincial government agencies, universities, farmers, ranchers and agribusinesses. Production reports and some resource reports are available to the general public, study participants, and private and government agencies.

*Production and Resource Economics Branch, Alberta Agriculture, 3rd Floor J.G. O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-4005.*

### Provincial Poultry Branch

Provides information of immediate practical concern, and of long-term implication through applied research, demonstration, and application. Eligibility: Poultry producers and allied industry.

*Poultry Branch, Animal Industry Division, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5090.*

### Record of Performance

Provides performance test programs for beef and sheep administered within the framework of the federal-provincial guidelines. Programs are designed to provide breeders with performance, trait and management information. Eligibility: livestock breeders in Alberta.

*Beef Cattle And Sheep Branch, Animal Industry Division, Alberta Agriculture, Agriculture Bldg., 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5083.*

### Regional Crop Laboratories

Provides a diagnostic, advisory, and applied research service for problems with plant diseases, crop and livestock insects, plant identification, weeds and problem wildlife. Important problems are followed up by field and/or laboratory investigation to determine cause and solution. Studies include: plant diseases, vegetable storage problems, insect control, poisonous plants, rodents and other problem wildlife, herbicide and other chemical damage diagnosis, potato seed improvement program, monitoring insect and disease outbreaks, etc. Eligibility: Producers in Alberta who submit specimens through branch or district offices, municipalities, etc., with a case history on proper form (available at district offices upon request).

*Crop Protection and Pest Control Branch, Plant Industry Division, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Box 10, Olds, Alberta TOM IPO; Box 7777, Fairview, Alberta TOH ILO; Alberta Environmental Centre, Vegreville, Alberta TOE 4LO. Phone: (403) 427-5370.*

### Regional Economic and Business Services Branch

The branch's main functions are: 1. to represent the economics and marketing sector in the regions and to be thoroughly familiar with programs and projects of marketing; 2. to act as resource support to the district agriculturists in the areas of farm management and marketing; 3. to serve as part of the regional team in planning and implementing regional programs; and 4. to provide economic and business consultation to agribusiness. Eligibility: Farmers and businesses who have been referred to the regional economist by district agriculturists and others.

*Regional Economics and Business Services Branch, O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-4026. Alberta Agriculture regional offices: Lethbridge, Airdrie, Red Deer, Vermilion, Barrhead, Fairview.*

### Semen Quality Control

Carries out routine evaluation on frozen bovine semen from bull studs. Evalutes semen samples received from farmers, inseminating businesses and veterinarians. Cooperates in applied research with the University of Alberta and Fish and Wildlife Division. Semen from boars, chickens, dogs, fish and stallions is evaluated periodically.

*Semen Evaluation, Alberta Agriculture, Agriculture Regional Centre, Bag Service #1, Airdrie, Alberta TOM OBO. Phone: (403) 948-5101 Ext. 255.*

### Service - Contract Research

Since 1973, Agriculture Canada has been meeting some of its research requirements by letting contracts for research projects to private industry. The annual budget for this purpose is now over $5 million. Projects related to energy, the food sector and agricultural mechanization are high priority, but contracts can be let on any topic related to agriculture and food. The Research Branch of Agriculture

Canada places advertisements periodically in the Research and Development Bulletin published monthly by DSS. Companies can respond to these advertisements, or alternatively, they can submit unsolicited proposals to the address indicated. Prospective contractors may also contact the directors of Agriculture Canada Research Stations located across the country, or the regional offices. Eligibility: Any Canadian company or individual having the facilities and competence to conduct a research project.

*Science Centre, Department of Supply and Services, 11 Laurier Street, Hull, Quebec K1A 0S5.*

### Skill Training Program

Special vocational courses of one to four weeks' duration are organized and conducted. Courses include welding, carpentry, mechanics, plumbing and electrical wiring. Eligibility: General public.

*Skill Training Program, Engineering and Rural Services Division, Alberta Agriculture, 201, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2186.*

### Soil Fertility Applied Research

Designed to provide information to improve soil test recommendations. In cooperation with research institutions (Agriculture Canada, university and private industry) fertilizer plots using cereal, oilseed, and forage crops are established to determine response to additions of plant nutrients (nitrogen, potassium, phosphates, sulphur) based on various soil test levels. Eligibility: Information available to the public in summary form when various projects are completed.

*Soils Branch, Plant Industry Division, Alberta Agriculture, 205, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5373.*

### Soil Testing Service

Analysis of soils to determine plant-available nutrient contents, soil acidity, alkalinity, soluble salts, levels of elements such as aluminum and manganese. Recommendations are then made to the submitter. Eligibility: Farmers, ranchers, greenhouse operators, and gardeners, through all district offices, and most feed and fertilizer dealers. Fees are $10 ($15 after July 1, 1984).

*Agricultural Soil and Feed Testing Laboratory, Alberta Agriculture, O.S. Longman Building, 6909 - 116 Street, Edmonton, Alberta T6H 4P2. Phone: (403) 436-9150.*

### Special Employment Programs

Special programs are created to provide winter (PEP) and summer (STEP) employment for the unemployed in the agricultural sector. Programs are dependent upon the availability of funds, and current unemployment statistics. Programs which have been funded in this area are the Summer Farm Employment Program, Veterinary Work Experience Program, and the Agricultural Society Work Experience Program. Eligibility: Young Alberta residents over the age of 15. Wage subsidies are available to any Alberta farmer on a first-come first-served basis.

*Special Employment Program Office, Alberta Agriculture, 201, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: 427-2186. Phone: (403) 427-2186.*

### Statistics Branch

This branch assembles and analyzes data on Alberta Agriculture and maintains a library of statistical information. Its purpose is to achieve an informed agricultural industry in Alberta through the provision of reliable, timely and comprehensive statistics to the department, other government agencies, agribusiness, and the public. Eligibility: Farmers, farm organizations, agribusiness, provincial and federal government staff and agencies, and the general public.

*Economic Services Division, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-4016.*

### Supply and Price Stability Program

The Livestock Feed Board of Canada assesses the requirements for feed grains and storage space, and coordinates matters related to storage, handling, transportation and cost of feed grains. Eligibility: Farmers, herd owners, agribusinesses.

*Canadian Livestock Feed Board, P.O. Box 177, Snowden Station, Montreal, Quebec H3X 3T4. Phone: (514) 283-7505. Telex: 055-67137. Branch Office: Suite 3, 17655 - 57 Avenue, Surrey (Cloverdale) B.C. V3S 1H1. Phone: (604) 576-8144 Telex: 04-53384.*

### Systems Services: Agricultural Computerized Planning Service

Develops mathematical models of buildings and machinery systems to simulate farm conditions. Programs are used to provide direct guidance to farmers on such problems as truss design, grain dryer sizing, harvesting systems and fuel systems for heating and building costing. Permits investigating a wide variety of alternatives before a decision is reached. Eligibility: Alberta farmers.

*Engineering Branch, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2184.*

### Tree Planting Program

Provides trees on a limited basis for farmstead and field shelter-belts and roadside plantings. Advice and information is given concerning the proper handling of trees and potential disease problems. Eligibility: Farmers and rural community organizations. Sites must be summerfallowed one year in advance. A plan showing location, measurements, varieties needed and other such items should be submitted.

*Local District Agriculturist, or Plant Industry Division, Alberta Agriculture, Alberta Tree Nursery and Horticultural Centre, R.R. 6, Edmonton, Alberta T5B 4K3. Phone: (403) 973-3351.*

### Urban and Industrial Vegetation Management

Information and advisory service to urban municipalities and industrial agencies on matters relating to control of weeds and other undesirable vegetation and fostering the growth of beneficial vegetation. Training courses and manuals provided for personnel of above agencies responsible for this facet of grounds maintenance. Service to individual firms with special problems can be provided on a limited basis. Eligibility: Urban municipalities and industrial agencies.

*Urban and Industrial Vegetation Management Section, Crop Protection Branch, Alberta Agriculture, 2nd Floor 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5324.*

### Varietal Testing and Demonstration Program

Designed to test and demonstrate the performance of different cereal and oilseed crop varieties in the various regions of the province. Program also provides an opportunity for residents to observe the performance of different crop varieties. Program is operated in cooperation with the various agriculture research establishments in the province. Eligibility: Alberta producers and allied industries.

*Field Crops Branch, Plant Industry Division, Alberta Agriculture, Bag Service 47, 5718 - 56 Avenue, Lacombe, Alberta TOC 1SO. Phone: (403) 423-4214 or (403) 782-4641.*

**Varietal Development Program**

Designed to develop new high-performance feed grains through research. Eligibility: Services available to Alberta producers and related research agencies.

*Field Crops Branch, Plant Industry Division, Bag Service #47, 5718 - 56 Avenue, Lacombe, Alberta TOC 1SO. Phone: (403) 423-4214.*

**Vegetable Sales Act**

Designed to maintain grade standards of vegetables in Alberta by means of inspection. Administered by the branch head, in cooperation with federal agencies. Offices in Edmonton, Calgary, Taber, Lethbridge and Vauxhall. Eligibility: Primary producers, and the fresh and processed vegetable industry for the protection of the consumers.

*Plant Industry Division, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Alberta Horticultural Research Centre, Brooks, Alberta TOJ OJO. Phone: (403) 362-3391.*

**Veterinary Laboratory Services**

Disease problems are investigated in cooperation with veterinarians and with other branches and departments. A post-mortem diagnostic service for livestock, wildlife, fish, laboratory animals and pets is offered. Study projects are carried out arising from field problems. Services include post-mortem examination, histopathology, microbiology, parasitology, and toxicology. Eligibility: Services are available to livestock industry without charge principally through private veterinarians. Charges are made for post-mortems and samples from companion animals.

*Animal Health Division, Alberta Agriculture, 6909 - 116 Street, Edmonton, Alberta T6H 4P2. Phone: (403) 436-8903.*

**Water Pumping Program**

Makes available on a rental basis power take-off driven pumps, irrigation pipe and trailers to be used by farmers to pump water to meet emergency water requirements. Eligibility: Producers.

*Alberta Agriculture, Engineering and Rural Services Division, 201, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2186.*

**Water Well Recovery Program**

To assist farmers who have encountered water well problems that may have been caused by seismic activity or oil and gas drilling activity in the area. Eligibility: Investigation must identify problem as being caused by seismic activity or oil and gas drilling activity. Applicant must be a bona fide farmer.

*District Agriculturist, or Engineering and Rural Services Division, Alberta Agriculture, 201, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-2186.*

**Weed Control and Field Services**

Provides extension services, programming and regulatory aspects of weed control. Advice, research, and updated information on weed control are offered. Develops and helps set out programs in urban, municipal, and industrial vegetation management. Eligibility: Agribusinesses.

*Weed Control and Field Services Branch, Alberta Agriculture, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5081.*

**Weekly Market Letter**

A one-page weekly summary of agricultural market activity designed to keep the public posted concerning major market developments. Eligibility: Individuals, organizations, business and department staff.

*Alberta Agriculture, Market Analysis Branch, Economic Services Division, J.G. O'Donoghue Building, 7000 - 113 Street, Edmonton, Alberta T6H 5T6. Phone: (403) 427-5382.*

# INFORMATION, COUNSELLING AND RESEARCH SERVICES

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### Alberta/Canada Energy Resources Research Fund

Promotes research into the development and efficient use of Alberta's existing and potential energy resources, having regard for the province's and Canada's medium and long-term energy needs. The fund encourages development of Alberta-based scientific and technical expertise in the field of energy research and development, with particular focus on identified priority areas such as coal and energy conservation, research development and demonstrations. The private sector is encouraged to participate directly in the program through submission of appropriate research proposals and through representation on project management and technical advisory committees. Research proposals may be directed to the Manager, Research Programs. Eligibility: Business.

*Alberta Energy and Natural Resources, Scientific and Engineering Services and Research Division, 2nd Floor Pacific Plaza, 10909 Jasper Avenue, Edmonton, Alberta T5J 3M8. Phone: (403) 427-8042.*

### Alberta Map and Air Photo Distribution Centre

Distributes air photos, maps and respective technical data. Provides the services of a map and air photo reference library. Eligibility: The public, business, industry and government.

*Alberta Energy and Natural Resources, Map and Air Photo Distribution Centre, 2nd Floor West, Petroleum Plaza, North Tower, 9945 - 108 Street, Edmonton, Alberta T5K 2G6. Phone: (403) 427-3519 (photos); 427-3520 (maps); 427-7417 (reference library). Telex: 037-41741.*

### Aquaculture

To stimulate the practice of aquaculture in Alberta through an information program and certain biological services. A pamphlet on the techniques involved in raising trout in farm dug-outs is available on request at any Fish and Wildlife District office. Requires obtaining a game fish farm license. Eligibility: Information available to all interested Albertans and biological services to all private and commercial licensees.

*Alberta Energy and Natural Resources, Fish and Wildlife Division, Main Floor, North Tower, Petroleum Plaza, 9915 - 108 Street, Edmonton, Alberta T5K 2G6. Phone: (403) 427-6730.*

### Fish and Wildlife

Licenses the following businesses: taxidermists, cold locker plant operators, game farm operators and businesses handling raw fur. Also sells licenses and regulates hunters, fishermen and trappers. Provides information on hunting and fishing regulations as well as the species of birds, fish and animals in Alberta. Eligibility: Business, and the public.

*Alberta Energy and Natural Resources, Fish and Wildlife Division, Main Floor, North Tower, Petroleum Plaza, 9945 - 108 Street, Edmonton, Alberta T5K 2G6. Phone: (403) 427-8580.*

### Forest Land Use

Evaluates the potential impact of all proposed uses of public forests including suitability, hazard of soil erosion and other watershed damage, pollution hazard, fire hazard and compatibility with other users. Advises prospective and actual users of forest land on the prevention of problems and how to comply with Alberta Forest Service requirements. Eligibility: Ranchers, farmers, forest industries, oil, gas and mining industries, and commercial recreation developers.

*Alberta Energy and Natural Resources, Forest Land Use Branch, Petroleum Plaza, 6th Floor 9920 - 108 Street, Edmonton, Alberta T5K 2G6. Phone: (403) 427-3585.*

### Forest Protection

This branch protects Alberta's forests from damage and destruction by fire, insects or diseases. Provides meteorological, emergency communication and survival services as well as statistics and analysis on forest fires. Eligibility: Forestry-related industries, manufacturers using forest products and all other industries, communities and the general public using the forest area.

*Alberta Energy and Natural Resources, Forest Protection Branch, 10625 - 120 Avenue, Edmonton, Alberta T5E 5S9. Phone: (403) 427-6807.*

### Mineral Resources

Companies and individuals wishing to acquire leases and licenses to explore for and develop Alberta Crown oil and gas rights are invited to contact the Director - Oil and Gas Sales at 427-7709. Questions concerning the terms and conditions associated with exploration and development of such agreements should be directed to the Executive Director - Petroleum and Natural Gas Agreements at 427-6603.

*Questions concerning rights to Alberta Crown coal, oil sands, metallic and industrial minerals should be addressed to the Director - Mineral Agreements at 427-8167; field exploration inquiries to the Executive Director-Exploration at 427-6602. Where the nature of the exploration falls outside the department's mandate, inquiries will be referred appropriately, for example, to the Energy Resources Conservation Board for the licensing of oil and gas wells.*

*Mineral-related maps are available from various sources; those published by the Mineral Resources Division may be obtained by contacting the Director - Minerals Support at 427-7707. Broad policy questions in mineral management matters (apart from those relating to royalties) should be directed to the Assistant Deputy Minister at 427-7725. Eligibility: Industries associated with mineral (including oil and gas) exploration and developments.*

*Alberta Energy and Natural Resources, Mineral Resources Division, 9915 - 108 Street, Edmonton, Alberta T5K 2C9. Phone: (403) 427-7725.*

### Mineral Revenues

Inquiries regarding the calculation, collection and verification of petroleum royalties should be directed to the Director - Petroleum Royalty at 427-6586. Matters having to do with the calculation, collection and verification of natural gas and associated by-products royalties (propane, butane, pentanes, plus ethane and sulphur) should be addressed to the Director - Natural Gas Royalty at 427-4247. Inquiries on the calculation, collection and verification of coal and other royalties should be directed to the Manager - Coal Royalty at 427-6592. Information about freehold titles and freehold mineral taxes can be obtained from the Superintendent of Mineral Tax at 427-7737. Broad policy questions relating to mineral revenues should be directed to the Executive Director - Mineral Revenues. Eligibility: Industries and individuals associated with mineral developments.

*Alberta Energy and Natural Resources, Mineral Revenues Division, 9915 - 108 Street, Edmonton, Alberta T5K 2C9. Phone: (403) 427-6593.*

### Oil Sands Technology and Research

The Alberta Oil Sands Technology and Research Authority (AOSTRA) is a funding organization for oil sands, heavy oil, and enhanced recovery research and development. Information regarding applications may be obtained from the Registrar. Inquiries on technology sales should be addressed to the Director of Technical Programs. Eligibility: Industries associated with oil sands research and development.

*Alberta Energy and Natural Resources, Alberta Oil Sands Technology and Research Authority, 500 Highfield Place, 10010 - 106 Street, Edmonton, Alberta T5K 2C9. Phone: (403) 427-7623.*

### Reforestation and Reclamation

Responsible for all Alberta Forest Service reforestation and reclamation projects, forest genetics and stand improvement, management, and the new Pine Ridge Forest Nursery. Eligibility: Forestry-related industries.

*Alberta Energy and Natural Resources, Reforestation and Reclamation Branch, 9915 - 108 Street, Edmonton, Alberta T5K 2C9. Phone: (403) 427-8474.*

### Resource Evaluation and Planning

The Resource Evaluation and Planning Division provides professional and technical services relating to aerial photography, mapping, resource inventory and appraisal, integrated resource planning and intra and interdepartmental coordination services to Alberta Energy and Natural Resources. The functions and responsibilities of the division are carried out by the Resource Evaluation, Resource Planning and Program Support Branches and the regional coordination staff.

*Alberta Energy and Natural Resources, Assistant Deputy Minister, Resource Evaluation and Planning Division, 10th Floor South Petroleum Plaza, 9915 - 108 Street, Edmonton, Alberta T5K 2G6. Phone: (403) 427-7730.*

### Resource Inventory and Appraisal

Resource Inventory and Appraisal is responsible for the acquisition, analysis, assessment, and coordination of the resource inventory data and information for all renewable resources. This data is provided as specific resource maps with documention in the form of comprehensive resource evaluation reports. Eligibility: Government agencies, resource developers, planning commissions and the public.

*Alberta Energy and Natural Resources, Resource Inventory and Appraisal, Resource Evaluation and Planning Division, 4th Floor North Tower, Petroleum Plaza, 9945 - 108 Street, Edmonton, Alberta T5K 2C9.*

### Special Lands Dispositions

This section issues and administers surface dispositions for commercial, recreational, industrial and mineral recovery, including mineral surface leases, licenses of occupation, pipeline agreements, installation leases, miscellaneous leases and permits, easements, surface materials leases and licenses. Eligibility: those interested in surface dispositions.

*Alberta Energy and Natural Resources, Special Lands Disposition Section, Lands Dispositions Section, 9915 - 108 Street, Edmonton, Alberta T5K 2C9. Phone: (403) 427-3570.*

### Surface and Mineral Rights Land Registry

Operates and maintains a Crown Surface and Mineral Rights Land Registry of all leases or other similar agreements/dispositions issued by the department pursuant to the Alberta Forests Act, the Public Lands Act and the Mines and Minerals Act. Legal documents such as assignments, transfers and builders' liens affecting issued agreements and dispositions are also registered. An information service related to land and minerals controlled or administered by the department is available. Eligibility: Those interested in surface and mineral rights.

*Alberta Energy and Natural Resources, Crown Lands Registrar, 9915 - 108 Street, Edmonton, Alberta T5K 2C9. Phone: (403) 427-7713.*

### Timber Management

Implements policies of efficient utilization, sustained yield and multiple use on Crown land; collects forest statistics; conducts forest inventories; implements timber management plans, supervises woods operations and silviculture activities. Establishes the tenure and transfer of Crown timber cutting rights. Eligibility: The public, forest products industry, forest-oriented business and consultants.

*Director, Timber Management Branch, Forest Service, Alberta Energy and Natural Resources, 9920 - 108 Street, Edmonton, Alberta T5K 2C9. Phone: (403) 427-3559.*

### Energy Resources Conservation

Approval from the Energy Resources Conservation Board must be obtained to drill a well; construct a pipeline, gas processing plant, power plant or transmission line; develop a coal mine, oil sands project or a hydro dam; initiate enhanced recovery operations or store gas in a reservoir; and construct an industrial plant which will utilize significant energy resources as a feedstock or remove gas from Alberta.

Application for approval to carry out any of these activities may be made to the board's Calgary office. It maintains a field inspection staff to monitor field developments and production operations. Any questions or complaints regarding energy industry operations may be directed to a field office or to the Calgary office.

The board publishes estimates of Alberta's energy resource supplies and requirements and a wide variety of statistical data on the operations of energy industries in Alberta. Copies of its catalogue of publications and services may be obtained from the Calgary office. Any question about board policy matters should be addressed to the appropriate department manager or board member. Eligibility: Industries related to energy production.

*Energy Resources Conservation Board, 640 - 5th Ave. S.W., Calgary, Alberta T2P 3G4. Phone: (403) 297-8311.*

### Department of Energy, Mines and Resources

Provides a wealth of general and technical information from various fields of interest to those involved in the areas of energy, energy conservation, renewable energy resources, energy research and development, mines, metallurgy, minerals, mapping, combustion, remote sensing and explosives. Provides advice and assistance for some operations. Eligibility: Anyone interested in these areas.

*Communications Branch, Energy, Mines and Resources, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-3065.*

### Canada Centre for Remote Sensing

Sensor developments, analysis systems, remote sensing surveys and applications development. Eligibility: Natural resources industries, related service industries, government departments and universities.

*Canada Centre for Remote Sensing, Energy, Mines and Resources, 2464 Sheffield Rd., Ottawa, Ontario K1A 0Y7. Phone: (613) 995-1210.*

### Electrical Policy and Power

The Energy Sector maintains electrical statistics including information on electrical policy, pricing, utilities, tidal power and generating stations. Eligibility: Individuals and businesses interested in electrical energy.

*Energy, Mines and Resources Canada, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-1118 ext. 230.*

### Energy Conservation

The Energy Sector conducts programs to encourage energy conservation in commercial buildings, residences (enersave), in the home, and encourages the recycling of post-consumer wastes. The sector supports cost-effective conservation measures in industry, and improved energy utilization in Canadian transport systems. Eligibility: Builders, transporters and all those interested in energy conservation.

*Energy, Mines and Resources Canada, Energy Conservation and Oil Substitution, and Coal and Alternative Energy Branches, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-1118 and 995-9447.*

### Energy Prices - International Comparisons

The Energy Sector provides comparative data on energy prices in the major countries of western Europe, Canada and the United States. Eligibility: Those interested in international energy price comparisons.

*Energy, Mines and Resources Canada, Energy Program, Petroleum Sector, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-2500.*

### Energy - Public Information

All inquiries pertaining to energy may be directed to the given address. Eligibility: Those requiring information on energy.

*Energy, Mines and Resources Canada, Communication Branch, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-3065.*

### Energy Statistics - Public Information

All inquiries pertaining to energy statistics may be directed to the given addresses. Eligibility: Those requiring information on energy statistics.

*Energy Statistics Section, Market Analysis and Statistics Division, Energy Policy Analysis Sector, Energy, Mines and Resources Canada, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 996-9533; also Energy Statistics Section, Manufacturing and Primary Industries Division, Statistics Canada, Jean Talon Building, Tunney's Pasture, Ottawa, Ontario K1A 0T6. Phone: (613) 996-3139.*

### Energy Transportation Research and Development

Research is conducted into methods and materials for energy transportation, including coal slurries, liquid natural gas and pipeline materials. Eligibility: Those requiring information on energy transportation.

*Energy, Mines and Resources Canada, Technology Information Division, CANMET, Research and Technology Sector, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-4075 or 996-4570 ext. 144.*

### Geophysical Surveys

Geophysical surveys are carried out from aircraft to prepare maps useful for mineral exploration. Eligibility: Related industries.

*Energy, Mines and Resources Canada, Geophysical Survey of Canada, Earth Sciences Sector, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-4270.*

### Industry Energy Research and Development (IERD)

The IERD program encourages research and development of new and improved processes and equipment which will reduce energy consumption in industry. The program contributes up to 50% of the total estimated cost of approved projects. Eligibility: Canadian companies, consulting firms and research associations.

*Department of Energy, Mines and Resources, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-9447.*

### Mineral Commodities

Information on mineral commodities based on domestic and foreign sources (producers, suppliers, markets, quotas and prices) is provided; non-confidential files may be viewed on the premises. Eligibility: Those interested in mineral commodities.

*Energy, Mines and Resources Canada, Minerals and Metals Division, Mineral Policy Sector, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-9466.*

### Mineral Processing Technology

CANMET is involved in developing and promoting technology to increase the recovery value of known Canadian mineral deposits. Eligibility: Related industries.

*Energy, Mines and Resources Canada, Technology Information Division, CANMET, 580 Booth Street, Ottawa, Ontario K1A OG1. Phone: (613) 995-4039.*

### Mineral Resources and Reserves Forecasts

The Mineral Policy Sector estimates the resources, reserves, adequacy of mineral supply, magnitude and effectiveness of mineral exploration in Canada. It clarifies terminology and concepts used in multimedia reports and makes long-range forecasts of mineral supply, ocean resources and ocean mining. Eligibility: Those interested in mineral resources and reserves information.

*Energy, Mines and Resources Canada, Resources and Development Division, Mineral Policy Sector, 580 Booth Street, Ottawa, Ontario K1A OG1. Phone: (613) 995-9351 ext. 415.*

### Mineral Resources Conservation

Current information is available on conservation measures applicable to the mineral industry and recommended actions that government, industry and the public can take to conserve mineral resources. Eligibility: Those interested in mineral conservation.

*Energy, Mines and Resources Canada, Resources and Development Division, Mineral Policy Sector, 580 Booth Street, Ottawa, Ontario K1A OG1. Phone (613) 995-9351 ext. 415.*

### Mineral Rights Management

Energy, Mines and Resources has the responsibility of management and issuance of mineral rights for oil, gas, and other minerals in offshore and federally owned lands. Eligibility: Related industries.

*Energy, Mines and Resources Canada, Resource Management Branch, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-9351.*

### Mineral Statistics

Statistics are compiled on mineral exploration expenditures, value of production, inventories, shipments, production of refined minerals and metal, minerals and metal prices, operating costs, trade by country, consumption by end use, employment, and wages. A consultative service is offered on mineral statistical problems, data collection, availability and interpretation. Eligibility: Related industries, and interested parties.

*Energy, Mines and Resources Canada, Information Systems Division, Mineral Policy Sector, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-9466 ext. 355.*

### Mineral Supply Resources and Reserves Consultative Service

Information is provided on resource concepts, classification and terminology, reserves and additional resources, the magnitude and effectiveness of mineral exploration in Canada, long-range mine supply capability and ocean mining. Eligibility: Interested persons.

*Energy, Mines and Resources Canada, Resources and Development Division, Mineral Policy Sector, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-9466 ext. 344.*

### Mineral Trade Reference Service

An information service is offered on foreign interests competing with Canadian mineral producers, foreign investment opportunities for Canadian firms and foreign policies on mineral trade. Eligibility: Those interested in domestic and foreign mineral information.

*Energy, Mines and Resources Canada, International Mineral Affairs Division, Policy Sector, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-9466 ext. 216.*

### Natural Gas Conversion

Information is available on natural gas conversion and natural gas expansion in the domestic market. Eligibility: Those interested in natural gas conversion and expansion.

*Energy, Mines and Resources Canada, Energy Program, Petroleum Sector, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-9351 ext. 274.*

### Natural Gas Energy Commodity Value

Comparative data is available on the commodity value of natural gas and its competitive position in relation to other fuels. Eligibility: Those interested in commodity values of natural gas and other fuels.

*Energy, Mines and Resources Canada, Energy Program, Petroleum Sector, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-2500.*

### Natural Resources Information

Provides technical and scientific advice on mineral, metal and fuel extraction and processing and information on the latest scientific and technological mining data; makes available land maps, aeronautical charts, photo maps, population maps and information on new geological findings and energy conservation techniques; and researches clay and sand. Eligibility: Resource industries and interested parties.

*Energy, Mines and Resources Canada, Communications Branch, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-3065.*

### Oil and Natural Gas Transportation

The Petroleum Sector monitors and assesses oil and natural gas transportation, oil and natural gas pipeline proposals, liquified natural gas (LNG) and oil tanker proposals. Eligibility: Related industries.

*Energy, Mines and Resources Canada, Petroleum Sector, Energy Program , 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-2500 ext. 274.*

### Oil Prices - Canada

Information is provided on the methodology and level of current and future oil prices in Canada along with data on the amount of oil receiving the new oil reference price. Eligibility: Those requiring information on Canada's regulated oil pricing system.

*Energy, Mines and Resources Canada, Energy Program, Petroleum Sector, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 992-2500.*

### Oil Products - Markets and Prices

Information is provided regarding markets and prices for Canadian petroleum products (gasoline, diesel fuel, furnace oil and stove oil). Eligibility: Those requiring market information on domestic petroleum products.

*Energy, Mines and Resources Canada, Communications Branch, 8th Floor 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-3065.*

### Petroleum Business - Market Structure

Information is available on refining and marketing practices and intra-industry competition. Eligibility: Petroleum industries.

*Energy, Mines and Resources Canada, Petroleum Sector, Energy Program, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-2500.*

### Petroleum Monitoring Agency

This agency is empowered to examine and assess the petroleum industry's performance on a number of fronts, including costs, profits, exploration, production, use of resources and the extent of Canadian ownership and control of those resources. Eligibility: Petroleum industries.

*Energy, Mines and Resources Canada, Petroleum Monitoring Agency, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 996-4444.*

### Propane Information

Information is available on markets, pricing and transportation of propane. Eligibility: Those interested in all aspects of propane.

*Energy, Mines and Resources Canada, Petroleum Sector, Energy Programs, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-2500 ext. 274. Regional Office: Conservation and Renewable Energy Office, 200 Grandin Park Plaza, 22 Sir Winston Churchill Avenue, St. Albert, Alberta T8N IB4. Phone: (403) 420-4035.*

### Renewable Energy Information

Information is provided on renewable energy programs and technologies including biomass, solar and wind power. Eligibility: Those interested in renewable resources.

*Energy, Mines and Resources Canada, Renewable Energy Division, Energy Sector, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-9447. Regional Office: Conservation and Renewable Energy, 200 Grandin Park Plaza, 22 Sir Winston Churchill Avenue, St. Albert, Alberta. Phone: (403) 420-4035.*

### Forest Biomass Research

The Canadian Forest Service carries out research into the feasibility and technology of using forest biomass for energy. Eligibility: Those interested in forest biomass utilization.

*Energy, Mines and Resources Canada, Killarny Building, Ottawa, Ontario K1A OE4. Phone: (613) 995-9447.*

### Crude Oil, Petroleum Products and Natural Gas

The Board recommends charges to the Minister on the export of crude oil and certain petroleum products and prices for Canadian crude oil in the export trade and for natural gas in the export and interprovincial trade. Eligibility: Related industries.

*National Energy Board, Trebla Building, 473 Albert Street, Ottawa, Ontario K1A OE5. Phone: (613) 992-0037.*

### Electrical Power Lines - Certification

The National Energy Board issues certificates for construction and operation of international electric power lines. Eligibility: Related industries.

*National Energy Board, Trebla Building, 473 Albert Street, Ottawa, Ontario K1A 0E5. Phone: (613) 992-0037.*

### Export Licenses for Oil, Natural Gas and Electric Power

The National Energy Board considers applications for licenses and orders for the export of oil, natural gas and electric power and the import of natural gas. Eligibility: Related industries.

*National Energy Board, Trebla Building, 473 Albert Street, Ottawa, Ontario K1A 0E5. Phone: (613) 992-0037.*

### Reserves - Information

The National Energy Board's regional office in Calgary also acts as an Energy Supply Branch, providing information on supply reserves of crude oil, natural gas, and certain petroleum products such as propane and butane. Eligibility: Related industries.

*National Energy Board, Trebla Building,. 473 Albert Street, Ottawa, Ontario K1A OE5. Phone: (613) 992-0037. Inquiries: Calgary (403) 247-4233.*

### Pipelines - Certification

The National Energy Board issues certificates for construction and operation of international and interprovincial pipelines carrying oil, natural gas or petroleum products. Eligibility: Related industries.

*National Energy Board, Trebla Building, 473 Albert Street, Ottawa, Ontario K1A 0E5. Phone: (613) 992-4370.*

### Pipeline Crossing

The National Energy Board grants authority to utilities for pipelines to cross or be crossed by other installations. Eligibility: Utility companies, and other industries.

*National Energy Board, Trebla Building, 473 Albert Street, Ottawa, Ontario K1A 0E5. Phone: (613) 992-4370.*

### Pipelines - Northern Pipeline Act

Under the Act which authorizes construction of the Alaska Highway gas pipeline, the Board's responsibilities relate mainly to financing and tariffs, approval of pipe specifications, granting of leave-to-open orders, and regulation of the operation of the line. Eligibility: Related Industries.

*National Energy Board, Trebla Building, 473 Albert Street, Ottawa, Ontario K1A OE5. Phone: (613) 992-4370.*

### Pipelines - Safety Regulations

The National Energy Board issues regulations and orders to promote pipeline safety and carries out on-site inspections. Eligibility: Related industries.

*National Energy Board, Trebla Building, 473 Albert Street, Ottawa, Ontario K1A 0E5. Phone: (613) 992-4370.*

### Pipelines - Tariff Regulations

The National Energy Board is responsible for regulations governing rates, tolls and tariffs of pipeline companies under federal jurisdiction. Eligibility: Related industries.

*National Energy Board, Trebla Building, 473 Albert Street, Ottawa, Ontario KIA 0E5. Phone: (613) 992-4370.*

### Appeals Related to Oils and Petroleums

The Tariff Board decides on two types of appeals on oils and petroleums: charges payable on the exportation of any oils, and charges payable on any petroleum and petroleum products. Eligibility: Related industries.

*Tariff Board, 365 Laurier Ave. W., Ottawa, Ontario KIA 0G7. Phone: (613) 996-8541.*

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### Canadian Radio-Television and Telecommunications Commission

The Commission regulates and supervises all aspects of the Canadian broadcasting system (radio, television, cable television and pay television). It has regulatory powers over federally-regulated telecommunications carriers. Eligibility: Related businesses and industries.

*Canadian Radio-Television and Telecommunications Commission, Ottawa, Ontario K1A 0N2. Phone: (613) 997-0313.*

### Railway Industry

The economic regulations (licensing, inspection, rates) of the railway industry are administered by the Railway Transport Committee. Eligibility: Related industries.

*Canadian Transport Commission, Railway Transport Committee, Ottawa, Ontario K1A 0N9. Phone: (819) 997-0344, or contact your nearest district office in Calgary or Edmonton.*

### Tariffs

The filing of air carrier tariffs under the statutory requirements of the Aeronautics Act comes under the jurisdiction of the Air Transport Committee. Eligibility: Related businesses and industries.

*Canadian Transport Commission, Air Transport Committee, Ottawa, Ontario KIA 0N9. Phone: (819) 997-0344, or contact your nearest local office in Calgary or Edmonton.*

### AM Broadcasting - Frequency Assignment

The Department determines and amends frequency assignments used in the clearance and certification process of AM radio broadcasting. The Division also manages similar programs for FM radio and TV broadcasting. This Division also contributes to the program of the Broadcast Spectrum Engineering, Methods and Standards Division which is the development of rules, regulations, procedures and assignment or allotment plans for AM, FM and TV broadcasting. Eligibility: Related industrires.

*Department of Communications, Broadcast Applications Engineering, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 995-1846.*

### AM-FM and Television Broadcasting - Technical Standards

Procedures and guidelines in AM and FM radio and television broadcasting are set by the Department. Eligibility: Related industries.

*Department of Communications, Broadcast Engineering, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 593-7591.*

### Broadcast and Radio Systems - Compulsory Inspection Program

On-site inspections are carried out on all broadcast and cable television systems, ships fitted with compulsory radio equipment, and new broadcast systems to ensure that operational and technical standards meet with regulatory requirements. Eligibility: Related industries.

*Department of Communications, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 995-8185.*

### Broadcast Applications - Technical Certification

The Department is responsible for the evaluation of AM-FM radio and television applications and supporting technical briefs for broadcasting and operational changes; for letters of authority to construct and operate broadcasting systems and for issuance of technical construction and operating certificates. Eligibility: related industries.

*Department of Communications, Broadcast Applications, Engineering, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA OC8. Phone: (613) 992-4559.*

### Broadcasting - Engineering Support

Engineering advisory support services are available for task forces, technical committees of the Canadian Radio-Television and Telecommunications Commission, broadcasters (AM and FM radio and television), provincial governments, hydroelectric companies and the public. Eligibility: Related industries.

*Department of Communications, Broadcast Applications, Engineering Division, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 992-5104.*

### Broadcasting - Technical Data

The Department compiles technical data and disseminates it to Canadian and foreign broadcast engineering consultants. Eligibility: Related industries.

*Department of Communications, Broadcast Applications, Engineering Division, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 992-5104.*

### Cable Television Applications and Technical Certification

The Department of Communications is responsible for the evaluation of cable television applications and supporting technical briefs for cable television systems and operational changes, technical certification to the CRTC, the issuance of technical construction and operating certificates and letters of authority to construct and operate cable television systems. Eligibility: Related businesses and industries, general public.

*Department of Communications, Cable Television, Engineering Division, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 593-7737.*

### Cable Television Systems

The Department carries out studies of impact of technological developments on cable TV service and develops and implements technical standards for cable television systems and related equipment. Eligibility: Related industries.

*Department of Communications, Cable Television, Engineering Division, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 593-7737.*

### Citizens' Band Equipment Licensing

The Department of Communications is responsible for testing, certifying and licensing of General Radio Service (GRS) equipment (Citizens' Band, or CB, radios etc.) and the management of GRS radio frequencies. Eligibility: Related businesses and industries, general public.

*The Department of Communications, Engineering Programs Branch, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 995-9032.*

### Communications Computer Networks

The Department of Communications carries out research and development in computer communications systems and networks, standardization of network interfaces and protocols, development of communication protocol description and verification techniques. Eligibility: Related businesses and industries.

*Department of Communications, Communications Networks Research and Development, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 593-6460.*

### Fibre-Optics Telecommunications Research

The potential application of optical-fibre communications systems for the delivery of telephone and broadband services is explored. Eligibility: Related industries.

*Department of Communications, Communications Networks Research and Development, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 593-6460.*

### Film and Video Production
### - Technical and Production Services
### National Film Board of Canada

Assists industry and educational institutions by providing information on current and new technology. Offers assistance and training in all aspects of technical operations related to film production and video post-production services (whenever possible). Responds to requests for expertise and equipment where services are not available in the private sector. Publishes technical reports, papers, and journals showing the technical progress at the NFB and in the Canadian motion picture and television milieu.

*Department of Communications, The Director, Technical and Production Services, National Film Board of Canada, P.O. Box 6100, Station A, Montreal, Quebec H3C 3H5.*

### FM Broadcasting Frequency Allotment

The Department determines and amends frequency allotment plans used in the clearance and certification process of FM radio broadcasting. Eligibility: Related industries.

*Department of Communications, Broadcast Applications, Engineering, Journal North Building, 300 Slater Street, Ottawa, Ontario K1A 0C8. Phone: (613) 995-8634.*

### Optical Communications

Research and development is carried out in selected areas of Optical Communications including photonics, transmission, integrated optics and microelectronics to make new and better devices as well as to advance the state-of-the-art in the technology. The program includes a variable but sometimes substantial component of contracted work to industry that complements the inhouse R&D program.

*Department of Communications, Communications Research Centre, P.O. Box 11490, Station "H", Ottawa, Ontario K2H 8S2. Phone: (613) 596-9615.*

### Radio Communications Equipment Type Approval

Examination of technical data, certification and testing of radio communications equipment are carried out to establish eligibility for licensing and use in Canada. Eligibility: Related industries.

*Department of Communications, Journal North Building, 300 Slater Street, Ottawa, Ontario K1A 0C8. Phone: (613) 992-4556.*

### Radio Equipment Certification and Testing

The Department of Communications is responsible for certification and testing of radio equipment for use by licensed radio operators. Eligibility: Related businesses and industries, general public.

*Department of Communications, Telecommunications Regulatory Service, Journal North Building, 300 Slater Street, Ottawa, Ontario K1A 0C8. Phone: (613) 992-4558. Radio licensing policy inquiries: (613) 995-3155.*

### Radio Equipment Testing

The Department handles proof-of-performance testing of radio equipment for evaluation or audit, and testing of terminal equipment under the Terminal Attachment Program. The Department performs EMI radiated spectrum measurements. Eligibility: Related industries.

*Department of Communications, Telecommunications Engineering Laboratory, 1241 Clyde Avenue, Ottawa, Ontario K2C 1Y3. Phone: (613) 996-4824.*

### Radio Operators Examination Program

Examinations are held to ensure that amateur radio and restricted radio operators have, and maintain, operational and technical competence in accordance with Canadian and international standards. Eligibility: Radio operators.

*Department of Communications, Journal North Building, 300 Slater Street, Ottawa, Ontario K1A 0C8. Phone: (613) 995-8185. Edmonton District Office: 10th Floor Liberty Building, 10506 Jasper Avenue, Edmonton, Alberta T5J 2W9. Phone: (403) 420-2472.*

### Radio Spectrum Management

The Department makes available advisory and consulting services relating to regulations and procedures for management of the radio spectrum. Eligibility: Related industries.

*Department of Communications, Spectrum Management Operations Division, Journal North Building, 300 Slater Street, Ottawa, Ontario K1A 0C8. Phone: (613) 992-3215.*

### Radio Systems Licensing

The Department carries out analyses and evaluations of new and revised radio licensing proposals (including all classes of radio systems, frequency selection and occupancy studies). Eligibility: Related industries.

*Department of Communications, 10506 Jasper Avenue, 10th Floor, Edmonton, Alberta T5J 2W9. Phone: (403) 420-2470. Department of Communications, Bag 2905, Postal Station "M", Calgary, Alberta T2P 2M7. Phone: (403) 231-4201. Department of Communications, 11117 -100 Street, Room 202, Grande Prairie, Alberta T8V 2N2. Phone: (403) 532-3533.*

### Radio Systems Standards

The Department is responsible for the development of frequency plans and standards for all types of radio systems (land, marine and aeronautical mobile, satellite, microwave, radar-radio navigation and remote control devices). Eligibility: Related industries.

*Department of Communications, Spectrum Engineering Division, Journal North Building, 300 Slater Street, Ottawa, Ontario K1A 0C8. Phone: (613) 593-7597.*

### Telecommunications Equipment Export

The Department of Communications conducts a program to support the activities of Canadian exporters of telecommunications equipment and services including technical information to complement marketing plans. Eligibility: Related businesses and industries.

*Department of Communications, Industry and Economic Development Branch, Journal North Building, 300 Slater Street, Ottawa, Ontario K1A 0C8. Phone: (613) 995-3281.*

### The Communications Network and Standards Research and Development

Network and system technologies encompasssing Computer Network Protocols, Open System Interconnection, Fibre Optic System, Information Systems and Private Networks, such as LAN, WAN, and MAN are analysed and assessed, from a R&D standpoint, in order to encourage and stimulate the orderly development of these technologies to benefit Canadian users. This program also engages extensively in national and international standardization activities, with the aim of promoting Canadian state-of-the-art technology and protecting Canadian industrial interests.

*Department of Communications, Communications Networks and Standards Research and Development, Journal North Building, 300 Slater Street, Ottawa, Ontario K1A 0C8. Phone: (613) 593-6460.*

### Telecommunications Organizations - Documentation

Documents produced by the International Telecommunication Union and other telecommunications organizations are available on request. Eligibility: Telecommunications and related industries.

*Department of Communications, International Telecommunications Branch, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 996-2125.*

### Telecommunications Terminals

The Department provides information on attaching authorized terminal equipment (for example, data communications equipment, telephone answering machines, telephones, PBX's, KTS's) to the public switched-telephone networks of federally regulated telecommunications carriers. Eligibility: Those wishing to expand their public telephone communication system.

*Department of Communications, Terminal Attachment Program, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 995-8622.*

### Television Broadcasting Frequency Allotment

The Department determines and amends frequency allotment plans used in the clearance and certification process of television broadcast applications. Eligibility: Applicants for television broadcasting.

*Department of Communications, Broadcast Applications Engineering, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 996-1507.*

### Transportation Services

Deals with the technology of transport, including domestic freight, ports, international freight, passenger,and rail, air, road and water modes. Provides strong orientation to the needs of the shipper or passenger, while maintaining a technical capability with respect to the problems of the carrier. Eligibility: Those requiring transportation information.

*Transportation Services Branch, Alberta Economic Development, 9th Floor Sterling Place, 9940 - 106 Street, Edmonton, Alberta T5K 2P6. Phone: (403) 427-5232.*

### Traffic Consulting Service

The Transportation Service Branch maintains a traffic consulting service, which provides advice and guidance on air, sea, and road transportation rates, routes and regulations. Eligibility: Those requiring transportation information.

*Department of Regional Industrial Expansion, Transportation Service Branch, 235 Queen Street, Ottawa, Ontario KIA 0H5. Phone: (613) 995-8107.*

### Highway Patrol

The primary duty of the Alberta Highway Patrol is the enforcement of acts and regulations related to the highway transportation (motor carrier) industry. Patrol members have jurisdiction under all provincial statutes and enforce such things as weight restriction of loads, overdimensional loads and operating authority. Other areas of enforcement include proper licensing of drivers, registration requirements, insurance and use of marked fuel. Violations of these regulations should be referred to the nearest Alberta Highway Patrol office of the Department of the Solicitor General.

*Alberta Solicitor General, Superintendent of the Alberta Highway Patrol, 7th Floor, Melton Building, 10310 - Jasper Avenue, Edmonton, Alberta T5J 2W4. Phone: (403) 427-0436.*

### License Plates Transfer Exchanges

Over 200 rural issuers provide partial licensing services for most common license plate classifications. If service is not available, the local issuer can assist in document preparation for final processing and issue of licenses from head office. Eligibility: General public, fleet owners, commercial vehicle owners.

*Contact your nearest Motor Vehicles Branch*

### Motor Vehicles

Licensing and driver examination services are available through a network of regional offices and agents. Not all offices can provide a complete license service, although most agents can accept documents for central processing through head office. Information contained in motor vehicle records is only available through head office for authorized businesses who receive approval. Licensing services affect every business. Proper preparation of documents prior to presentation at any office will improve service effectiveness. Eligibility: Business and public.

*Any local Licensing and Driver Examination Services Office Motor Vehicles Branch.*

### Operators' Licensing

Operators' licenses are available from 104 camera locations throughout the province. Local issuers can advise location of nearest outlet. Eligibility: General public.

*Contact your nearest Motor Vehicles Branch.*

### Transport Canada (TC)

Through its three main services - air, marine and surface - the Department of Transport guides and advises all businesses and industries on the standards, licensing and rules and regulations related to all forms of land, sea and air transportation. Eligibility: All types of business and industry.

*Transport Canada, Tower C, Place de Ville, Ottawa, Ontario KIA ON5.*

### Air Carrier Operating Certificates

The Canadian Air Transportation Administration issues operating certificates to commercial air carriers certifying that the air carrier is adequately equipped and able to conduct a safe operation subject to certain operational specifications and conditions. Eligibility: Commercial air carriers licensed by the Air Transport Committee of the Canadian Transport Commission.

*Transport Canada, 9th Floor, Federal Building, 9820 - 107 Street, Edmonton, Alberta T5K IG3. Phone: (403) 420-3873.*

### Air Transport Committee

Responsible for the general and economic regulations of air carriers and commercial air services. Eligibility: Businesses and industries related to air transport.

*Transport Canada, Canadian Transport Commission, Air Transport Committee, Ottawa, Ontario KIA 0N9. Phone: (819) 997-0344; Alberta regional offices in Edmonton. Phone: (403) 420-3873.*

### Interprovincial Motor Vehicle Transport

The economic regulation (licensing, conditions of carriage, rates) of interprovincial motor vehicle transport is the responsibility of provincial transport boards which operate as agents of the federal government. Eligibility: Related businesses and industries, general public.

*Transport Canada, Canadian Transport Commission, Motor Vehicle Transport Branch, Ottawa, Ontario K1A 0N9. Phone: (819) 997-0344.*

### Motor Vehicle Transport Lord's Day Act

The Motor Vehicle Transport Committee is responsible for regulations, public hearings and decisions concerning the transportation of freight by motor vehicles on Sundays. Eligibility: Related businesses and industries, general public.

*Canadian Transport Commission, Motor Vehicle Transport Committee, Ottawa, Ontario K1A 0N9. Phone: (819) 997-1080.*

### Railway Transport

Responsible for accident investigation and rail operations. Investigations, public hearings, data collection and analyses of railway accidents and rail operations come under the jurisdiction of the Railway Transport Committee. Eligibility: Related businesses and industries, general public.

*Canadian Transport Commission, Railway Transport Committee, Ottawa, Ontario K1A 0N9. Phone: (819) 997-4425.*

# INFORMATION, COUNSELLING AND RESEARCH SERVICES

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### Consumer and Corporate Affairs

The Department regulates many marketplace activities. It establishes regulations and standards for packaging, labelling, sale, importation, advertising, and product safety and approves all devices used in trade for weighing and measuring. It serves as a consumer advocate and information service. It grants temporary legal monopolies and maintains a complete record on patents, trademarks, etc. Charters of incorporation are granted and files of company financial statements are maintained. It is also involved in investigation of questionable business practices and supervises bankruptcy proceedings. Eligibility: Available to both consumers and producers.

*Communications Branch, Consumer and Corporate Affairs Canada, 50 Victoria Street, Ottawa, Ontario K1A 0C9. Phone: (613) 997-2859.*

### Bankruptcy

The Department licenses and supervises trustees, supervises proceedings and audits bankrupt and insolvent estates. It ensures that confidence in the credit system is not undermined through fraudulent practices and other abuses. Eligibility: Trustees, businesses in danger of bankruptcy.

*Superintendent of Bankruptcy, Consumer and Corporate Affairs Canada, Ottawa, Ontario K1A 0C9; or 10225 - 100 Avenue, Edmonton, Alberta T5J 0A1. Phone: (403) 420-2476; or 2919 - 5th Ave. N.E., Calgary, Alberta T2A 6T8. Phone: (403) 231-5607.*

### Competition Policy

The purpose of competition policy is to assist in maintaining effective competition as a prime stimulus to the achievement of maximum production, distribution and employment in areas including secondary manufacturing, resource and service industries. It provides remedies against cartels monopolies, and exclusionary or predatory practices such as boycotts, selective price cutting, discrimination, and against the imposition on Canadian companies of restrictions originating in foreign laws or directives. Eligibility: Industry.

*Consumer and Corporate Affairs Canada, Director of Investigations and Research, Ottawa, Ontario K1A 0C9.*

### Consumer Protection

The Department is responsible for the prevention of fraud in the sale, production, labelling, packaging and advertising of most products (textiles, precious metals, furs, prepackaged products, food stuffs, fruits and vegetables). Eligibility: Producers, manufacturers, consumers.

*Consumer and Corporate Affairs Canada, Consumer Protection, 260 St. Mary Ave., Winnipeg, Manitoba R3C 0M6. District office: Oliver Building, 10225 - 100 Avenue, Edmonton, Alberta T5J 0A1. Phone: (403) 420-2481.*

### Consumer Protection - Inspection and Testing of Weighing and Measuring Devices

The Legal Metrology Branch is responsible for approval testing and inspection of all weighing and measuring devices used in trade in Canada (including those used for measuring gas and electricity) in order to ensure the accurate measurement of quantity of the products and commodities bought or sold.

*Consumer and Corporate Affairs Canada, Legal Metrology Branch, Holland Avenue, Tunney's Pasture, Ottawa, Ontario K1A 0C9. Approval of Devices, Phone: (613) 995-0930. Inspection of Devices, contact your nearest C.C.A. Regional Office.*

### Copyright and Industrial Design

Copyright gives an author, composer or artist the exclusive right to reproduce the original literary, dramatic, musical, or artistic work created. In Canada, copyright takes effect automatically upon the creation of the original work and extends, in most cases until 50 years after the creator's death. Industrial Design is an original artistic design or ornamentation applied to an article of manufacture. Registration of an industrial design gives the owner the exclusive right to its use throughout Canada for a period of 5 years and is renewable once for another 5 years, and a register of copyrights filed in Canada. Eligibility: Authors, composers, artists, all those wishing to copyright an original work.

*Copyright and Industrial Designs Branch, Consumer and Corporate Affairs Canada, Ottawa, Ontario KIA 0C9. Phone: (819) 997-1725.*

### Incorporation

Administration of the Canada Corporations Act and the Canadian Business Corporation Act facilitates the incorporation of business enterprises at the federal level. In particular, it enables the development of federal commercial institutions through the incorporation process and protects the interests of investors and creditors in the financial market. Incorporation documents and other instruments are issued. Eligibility: Businesses wishing to incorporate.

*Consumer and Corporate Affairs Canada, Ottawa, Ontario KIA 0C9. Phone: (819) 997-1142.*

### Patent Office

Patents are given for new, useful and unobvious processes, articles, machines and compositions of matter. A patent gives its owner the right for 17 years to prevent others from making, using, or selling the patented invention in exchange for describing the invention. Before filing an application for a patent, it is recommended that an inventor consult a patent agent. The description of inventions contained in the Canadian and foreign patents, in its continuously expanding collection, make the Patent Office Canada's largest technological library. This information is stored in a retrievable manner so that technical people can use patents to stay up to date in their field of technology or to find solutions to technical problems, manufacturers can find new products to license, or improved machinery to buy, and researchers can discover work already done to avoid duplication.

*The Commissioner of Patents, Consumer and Corporate Affairs Canada, Ottawa/Hull, KIA 0C9. Phone: (819) 997-1936.*

### Trademarks Office

The Trademarks office determines those trademarks which are entitled to exclusive use by owners and maintains the register and associated records of trademarks consistent with public interest in order to encourage the disclosure of trademarks information and ensure public awareness.

*The Registrar of Trademarks, Consumer and Corporate Affairs Canada, Ottawa-Hull, KIA 0C9. Phone: (819) 997-1420.*

### Television Games Standards

The Department sets technical standards for home television games to prevent interference to other television sets or radio services. Eligibility: Manufacturers of television games.

*Department of Communications, Cable Television Engineering Division, Journal North Bldg., 300 Slater Street, Ottawa, Ontario KIA 0C8. Phone: (613) 593-7737.*

### Automobile Insurance Board

Regulates premium structures for the mandatory portion of automobile insurance carried by Alberta motorists, and entertains complaints about such rates charged a specific insured by a specific insurer.

*Automobile Insurance Board, Alberta Consumer and Corporate Affairs, 700 Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J 3B1. Phone: (403) 427-5428.*

### Companies

The Corporate Registry Branch facilitates orderly business development in the province through the incorporation of Alberta-based corporations and the registration of extra-provincial corporations. It also maintains an up-to-date repository of corporate information and encumbrance registry. Also provides service to business in the form of telephone searches and corporate name checks. Corporate name checks will be privatized in 1984. Eligibility: Business.

*Corporate Registry, 1400 Century Place, 9803 - 102A Avenue, Edmonton, Alberta T5K 3A3. Phone: (403) 427-2311. For general inquiry, phone: (403) 427-2311. For searches, phone: (403) 427-4064. For name checks, Corporate Registry, 9th Floor, J.J. Bowlen Building, 620 - 7th Ave. S.W., Calgary, Alberta T2P 0Y8. Phone: (403) 297-3442.*

### Cooperatives

The Cooperatives Branch is responsible for assisting in the development of new cooperatives and for providing consulting services to existing associations through its offices in Edmonton, Calgary, Peace River, Red Deer, Lethbridge and Fort McMurray. Eligibility: Businesses, those wishing to develop a cooperative.

*Alberta Consumer and Corporate Affairs, Cooperatives Branch, Provincial Building, Stettler, Alberta T0C 2L0. Phone: (403) 742-4481.*

### Credit Union Inspection

The Credit Union Branch inspects and audits credit unions throughout Alberta, ensuring that they are operating in full compliance with the governing laws, and that they are financially sound and competently managed. Eligibility: Credit unions, those dealing with credit unions.

*Alberta Consumer and Corporate Affairs, Credit Union Program, 900 Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J 3B1. Phone: (403) 427-8507.*

### Insurance

The office of the Superintendent of Insurance is responsible for the general supervision of the Alberta insurance and investment contract industries. This includes licensing investment contract issuers, insurance companies, agents, brokers and adjusters, and monitoring their solvency through statutory audits and examinations. Complaints are investigated through the regional offices. Eligibility: Insurance companies and agents, investment contract companies and sales staff.

*Alberta Consumer and Corporate Affairs, Superintendent of Insurance, 900 Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J 3B1. Phone: (403) 422-1592.*

### Program Development Division

The Program Development Division provides a variety of investigative counselling, regulatory and informational services with a view to advancing the interests of Alberta consumers. These services include records and licensing, consumer credit, consumer education and standards development. Regional offices in Calgary, Edmonton, Fort McMurray, Lethbridge, Peace River and Red Deer deliver the services of the Department's ten programs to citizens in all areas of the province. Eligibility: Business and consumers.

*Alberta Consumer and Corporate Affairs, Program Development Division, 1100 Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J 3B1. Phone: (403) 427-5210.*

### Real Estate

The Superintendent of Real Estate is responsible for ensuring that real estate and mortgage brokers are licensed, bonded and audited in accordance with legislative requirements. The program also monitors the registration of out-of-province real estate developments. Eligibility: Real estate agencies and agents, mortgage brokers.

*Alberta Consumer and Corporate Affairs, Superintendent of Real Estate, 900 Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J 3B1. Phone: (403) 422-1588.*

### Securities Commission

The Alberta Securities Commission regulates the trading of securities in the province through registration of brokers, dealers, salesmen, securities advisors and investment counsellors. It provides facilities for the examination of prospectuses, investigates complaints regarding the purchase and sale of securities, audits the financial fitness of registrants and maintains surveillance over inside-trading and other financial transactions. Eligibility: Those dealing with securities.

*Alberta Consumer and Corporate Affairs, Alberta Securities Commission, 1000 Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J 3B1. Phone: (403) 427-5201; 919 J.J. Bowlen Building, 620 - 7th Ave. S.W., Calgary, Alberta T2P 0Y8. Phone: (403) 297-6454.*

### Trust Companies

This program regulates the operations of trust companies carrying on business in Alberta. These companies require registration under the Trust Companies Act to receive deposits and investment money and to function as trustees. Consumer complaints are investigated for statutory violations or unacceptable business practices. Eligibility: Trust companies and consumers.

*Alberta Consumer and Corporate Affairs, Trust Companies Program, 900 Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J 3B1. Phone: (403) 427-5064.*

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### Atomic Energy Control Board

The Atomic Energy Control Board administers and enforces the Atomic Energy Control Act and corresponding regulations; it licenses all users of radioactive materials and activities involving nuclear energy; and monitors health, safety and security aspects of nuclear energy. Eligibility: Industries using atomic energy and radioactive materials.

*Atomic Energy Control Board, 270 Albert Street, P.O. Box 1046, Ottawa, Ontario K1P 5S9. Phone: (613) 995-5894.*

### Rock, Mineral and Meteorite Identification

The Geological Survey of Canada identifies rock, mineral and meteorite samples submitted by the public. Eligibility: Those needing identification of these materials.

*Geological Surveys of Canada, 601 Booth Street, Ottawa, Ontario K1A 0E8. Phone: (613) 995-4982.*

### Rocks, Radiocarbon Isotopes Dating

The Geological Survey is responsible for the dating of consolidated and superficial materials as an aid to correlation of strata. Eligibility: Those needing this information.

*Energy, Mines and Resources Canada, 601 Booth Street, Ottawa, Ontario K1A 0E8. Phone: (613) 995-4089.*

### Climate Applications

The Canadian Climate Centre and regional scientific services are responsible for analysis and interpretation of climatic data, for assessment of the impact of climate on national concerns such as agricultural production, industrial design, arctic development and transportation, wind and solar energy, recreation and tourism, and for the provision of information and consultation services to users concerned with policy, planning and design. Eligibility: Those requiring climatic data.

*Environment Canada, Atmospheric Environment Canada Service, 4095 Dufferin Street, Toronto, Ontario M3H 5T4. Phone: (416) 667-4614, or Argyll Centre, 6325 - 103 Street, Edmonton, Alberta T6H 5H6. Phone: (403) 437-1250.*

### Climate Services

The Canadian Climate Centre markets available climatological data through publications, statistical abstracts, microfilm, digital data and custom computer analysis to the general public and to specialized users such as engineers, lawyers, architects, etc. Eligibility: Those requiring climatic data.

*Environment Canada, Scientific Services Division, Atmospheric Environment Service, Argyll Centre, 6325 - 103 Street, Edmonton, Alberta T6H 5H6. Phone: (403) 437-1250. Canadian Climate Centre, 4905 Dufferin Street, Downsview, Ontario M3H 5T6.*

### Energy from the Forest (ENFOR) Program

Energy from the Forest (ENFOR) Biomass Conversion Program is a federally funded program that promotes the development and application of technologies for the conversion of forest biomass into energy, prepared fuels and energy-intensive chemicals. The program is conducted almost entirely by contracting research, development and demonstration projects to Canadian organizations and individuals capable of performing the work in this field. Eligibility: Biomass conversion projects are selected for funding by an ENFOR committee from proposals received in response to an annual request for proposals issued in the early fall.

*Energy, Mines and Resources, ENFOR Secretariat, Coal and Alternative Energy Branch, Conservation and Non-Petroleum Sector, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-9447.*

### Environmental Protection

The Environmental Protection Service of Environment Canada provides advice and assistance on water, air and land pollution, waste reduction and control, environmental emergency spills, environmental contaminants control (e.g. P.C.B.'s), waste water technology development, oil and chemical spill research and development, environmental impact statement preparation, and conducts evaluations of the environmental impact of large scale developments and of federally funded projects.

*Environment Canada, Environmental Protection Service, Alberta District Office, 8th Floor, 9942 - 108 Street, Edmonton, Alberta T5K 2J5. Phone: (403) 420-2599.*

### Forestry Research and Development

The Canadian Forestry Service (CFS) provides technical assistance, research support and research development contacts. Technology in the Service's laboratories is transferred to private industry through contracts and other arrangements. Eligibility: Businesses involved in forestry, forest products and related activities.

*Environment Canada, Canadian Forestry Service, Place Vincent Massey, 351 Saint Joseph Boulevard, Ottawa, Ontario K1A 1G5. Phone: (819) 997-1454.*

### Northern Forest Research Centre

The Northern Forest Research Centre, located in Edmonton conducts a program of research and technical services in forestry. This program is related to the forest management needs of the provinces of Alberta, Saskatchewan and Manitoba and the government of the Northwest Territories. Technology is transferred to industrial and provincial forest management agencies in these jurisdictions. The program consists of research and technical services in silviculture, growth and yield, forest inventory, fire control, economics, forest hydrology, forest pest control, and environmental impact. The Centre is also responsible for the administration of forestry development agreements with the provinces and special employment programs.

*Environment Canada, Canadian Forestry Service, 5320 - 122 Street, Edmonton, Alberta T6H 3S5. Phone: (403) 435-7210.*

### Weather, Climate, Ice Information Services - Atmospheric Environment Service

Provides past, current and predictive meteorological information for general and climatological use and special services to aviation, commercial and private marine activities, agriculture and such industries as construction and transportation. It also provides special arctic weather services and information concerning ice in Canadian coastal and inland waters. Eligibility: Government, industry, business and interested individuals.

*Environment Canada, Atmospheric Environment Service, Ottawa, Ontario K1A 0E6 or 4905 Dufferin Street, Downsview, Ontario M3H 5T4. Phone: (416) 667-4551.*

# INFORMATION, COUNSELLING AND RESEARCH SERVICES

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### Alberta Home Mortgage Corporation

Alberta Home Mortgage Corporation is a Crown corporation providing mortgage financing for the province's housing programs. Supplies individuals and business with funds to provide affordable housing for Albertans. AHMC is involved in many different programs directed at the general public and business, including builders and developers. Qualified builders and developers may receive financing for projects that meet AHMC guidelines at favourable interest rates. Individuals building or purchasing homes may also qualify for mortgages and mortgage subsidies. developers, related industries, individuals.

*Contact your local Alberta Home Mortgage Corporation office.*

### Alberta Family Home Purchase Program

Designed to stimulate construction of modest housing to enable low and moderate income families to buy new or existing housing. Builders and developers should contact the local AHMC office. Eligibility: Builders, developers, related industries, individuals.

*Contact your local Alberta Home Mortgage Corporation office.*

### Mobile Home Park Development Program

Stimulates the development of attractive rental sites for mobile home owners. For further information on eligibility and financing, contact AHMC. Eligibility: Builders, developers, mobile home manufacturers, related industries, some individuals.

*Contact your local Alberta Home Mortgage Corporation office.*

### Modest Apartment Program

This program stimulates construction of small rental housing projects in Alberta's smaller communities in order to provide accommodation to families of lower income. Eligibility: Builders, developers, related industries, some individuals.

*Contact your local Alberta Home Mortgage Corporation office.*

### Housing Research Information

Policy studies and technical reports on various aspects of housing and community development in Canada are available from the Canadian Housing Information Centre. Eligibility: Builders, developers, related industries.

*Canada Mortgage and Housing Corporation, Canadian Housing Information Centre, Montreal Road, Ottawa, Ontario KIA 0P7. Phone: (613) 748-2000.*

### Standards and Guidelines - Housing and Community Development

The Corporation provides norms, guidelines, standards and design/performance criteria relating to building components, housing units and community environments. Eligibility: Builders, developers, general public.

*Canada Mortgage and Housing Corporation, Montreal Road, Ottawa, Ontario KIA 0P7. Phone: (613) 748-2000 or contact your nearest local office.*

# INFORMATION, COUNSELLING AND RESEARCH SERVICES

## Lands and Buildings

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### Land Titles

Inspector of Land Titles is responsible for the province-wide operation of the land titles system. The province is separated into two land registration districts, north and south Alberta. Eligibility: Those wishing to search land documents, plans or titles or to register documents against land in Alberta.

*Land Titles Office: South, J.J. Bowlen Building, 620 - 7th Ave. S.W., Calgary, Alberta T2P 2R4. Phone: (403) 297-6526; North, 15 Sir Winston Churchill Square, Edmonton, Alberta T5J 2E5. Phone: (403) 427-5135.*

### Personal Property Registration

The Branch consists of the Vehicle and Central Registries. The Vehicle Registry records security interest documents on motor vehicles, aircraft, trailers, oilwell drilling equipment and railway rolling stock, and Garagemen's Liens on motor vehicles, aircraft, tractors and farm vehicles. The Central Registry records security agreements on all other chattels.records assignments of book debts and registers trade names, partnerships and limited partnerships. Eligibility: Those wishing to buy, sell or finance personal property. Those wishing to establish an unincorporated company.

*Personal Property Registration Branch, Alberta Attorney General, 13th Floor A.E. LePage Building, 10130 - 103 Street, Edmonton, Alberta T5J 3N9. Phone: (403) 427-2069.*

### Land Agents - Licensing

The Registrar of Land Agents processes applications for interim land agent and land agent licences, keeps records on licence holders and provides information to and investigates complaints from landowners regarding land agent conduct in surface rights negotiations. Eligibility: Prospective land agents, landowners.

*Alberta Energy and Natural Resources, Registrar of Land Agents, 4th Floor Bramalea Building, 9920 - 108 Street, Edmonton, Alberta T5K 2M4. Phone: (403) 427-6584.*

### Land - Foreign Ownership

The Foreign Ownership of Land Administration provides information and enforces regulations relating to the acquisition of non-urban land in the province by foreigners. Eligibility: Prospective land purchasers, landowners, lawyers, real estate agents.

*Alberta Energy and Natural Resources, Foreign Ownership of Land Administration, 4th Floor Bramalea Building, 9920 - 108 Street, Edmonton, Alberta T5K 2M4. Phone: (403) 427 - 6584.*

### Public Lands

Provides verbal surface searches to determine availability of public lands. Written searches are provided by the Records Management Branch. Eligibility: Those wishing to buy, lease or develop public lands.

*Alberta Energy and Natural Resources, Public Lands Division, 9915 - 108 Street, Edmonton, Alberta T5K 2C9. Phone: (403) 427-3590.*

### Boundaries - Canada-United States Surveys

The International Boundary Commission is responsible for the maintenance, inspection and resurveying of the Canada-United States boundary, and for enforcing the regulations controlling construction adjacent to the boundary. Eligibility: Builders and developers wishing to develop land adjacent to the Canada-U.S. boundary.

*Energy, Mines and Resources Canada, Earth Sciences Sector, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-4960.*

### Boundaries - Provincial and Territorial Surveys

Provincial and territorial boundaries set by federal-provincial boundary commissions are surveyed by the Legal Surveys Division, Survey and Mapping. Eligibility: Builders and developers wishing to develop land adjacent to an interprovincial or provincial-territorial boundary.

*Energy, Mines and Resources Canada, Legal Surveys Division, Surveys and Mapping, 580 Booth Street, Ottawa, Ontario KIA 0E4. Phone: (613) 995-4674.*

### Land Inventory and Research

The Lands Directorate maintains inventories of land characteristics, capabilities and uses, researches land use, examines land issues,the impact of federal programs on land use and problems, promotes environmental land planning, and coordinates implementation of the Federal Policy on Land Use. Eligibility: Related industries.

*Environment Canada, Land Directorate, Place Vincent Massey, Ottawa, Ontario KIA 0E1. Phone: (819) 997-1246.*

### International Canada-United States Boundary

The International Boundary Commission is charged with the duty of reclearing the vista along the international boundary between Canada and the United States as required, ensuring that it is kept clear of illegal obstructions and repairing or replacing damaged or weathered boundary monuments. Eligibility: Builders and developers wishing to develop land adjacent to the Canada-United States boundary.

*International Boundary Commission, Canadian Section, 615 Booth Street, Room 130, Ottawa, Ontario KIA 0E9. Phone: (613) 995-4951.*

### Indian Lands - Legal Boundary Definition

The Department of Indian and Northern Affairs Canada is responsible for the clarification, confirmation, interpretation and preparation of legal boundary definitions for documents dealing with legal interest in Indian and Crown lands. Eligibility: Indians, builders and developers wishing to develop land near or adjacent to Indian or Crown lands.

*Indian and Northern Affairs Canada, Indian and Inuit Affairs, Terrasses de la Chaudiere, 10 Wellington Street, North Tower, Ottawa, Ontario KIA 0H4. Phone: (819) 994-3366.*

### Indian Lands - Mining

Indian and Northern Affairs Department is responsible for the management of oil, gas and other mineral resources on Indian lands. It provides training for Indians in the mining industry, and develops methods of exploration and extraction of these mineral resources.

*Western Indian Minerals Division, Indian and Northern Affairs Canada, 652 Harry Hays Building, 220 - 4th Avenue S.E., Calgary, Alberta T2P 3K2. Phone: (403) 231-5625.*

### Indian Mineral Resources/Timber Resources

Indian and Northern Affairs is responsible for policies and programs for the development of Indian mineral resources, and the research and identification of lands to which an Indian interest is applicable. The Department co-ordinates the activities of field units; it establishes and maintains liaison with Indian groups, government and industry for negotiation and consultative purposes. The Department administers Indian timber regulations, implements forest fire protection agreements with the provinces and maintains trust responsibility to forest resources on Indian reserves.

*Reserves and Trust, Indian and Northern Affairs Canada, Terrasses de le Chaudiere, North Tower, 10 Wellington Street, Hull, Quebec KIA 0H4. Phone: (813) 994-1327.*

### Building Standards

In any situation involving the construction and occupancy of new buildings or the alteration, demolition, relocation and change in use of existing buildings, it will be necessary to satisfy regulations developed and administered by this branch. These regulations (Alberta Building Code) are defined to provide structural and fire safety, and adequate health standards. Programs include assistance to municipalities for plan reviews, building inspection, province-wide materials approvals training, accident investigation, and safety awareness campaigns. Eligibility: Contractors, designers, developers, demolition businesses, all related building product industries.

*Alberta Labour Board, Building Standards Branch, 7th Floor 10808 - 99 Avenue, Edmonton, Alberta T5K 0G2. Phone: (403) 427-8265; Northern Region, Room 201, 10339 - 124A Street, Edmonton, Alberta T5N 3W1. Phone: (403) 427-6461; Southern Region, Deerfoot Junction, Tower 3, 1212 - 31 Ave. N.E., Calgary, Alberta T2E 7S8. Phone: (403) 261-6331.*

### Alberta Planning Board

The senior provincial land-use planning body advises on and administers land-use legislation and policies, approves regional plans and amendments thereto, is the subdivision appeal body and coordinates the regional planning commissions and municipal subdivision approving authorities. Developers and businesses may make submissions to the Board, appear before it on hearings or meet with it and are affected by the decisions of the Board on land-use and subdivision approvals. Eligibility: Developers, builders, planning consultants, engineers, surveyors, commercial, industrial and residential and other related industries.

*Alberta Planning Board, 9th Floor, Jarvis Building, 9925 - 107 Street, Edmonton, Alberta T5K 2H9. Phone: (403) 427-4864.*

### Assessment Appeal Board

A quasi-judicial tribunal that hears appeals from decisions of Courts of Revision respecting real property, business, local improvements and irrigation assessments, and those made by the Assessment Commissioner or the Assessment Equalization Board.

*Alberta Municipal Affairs, Alberta Assessment Appeal Board, 201 Energy Square, 10109 - 106 Street, Edmonton, Alberta T5J 1H3. Phone: (403) 427-7658.*

### Assessment Operations

Involved in all facets of provincial real estate assessment, land, buildings, electric power, pipeline and industrial assessment. Larger municipalities and counties normally have their own municipal assessors. Assessment made by this branch would determine the allocation of property taxes of a business. Assessment prepared by this Division may also affect a business tax. Assessments can be complained about in January of every year. Eligibility: Businesses paying property tax.

*Alberta Municipal Affairs, Assessment Operations Branch, 3rd Floor 9925 - 107 Street, Edmonton, Alberta T5K 2H9. Phone: (403) 427-8219.*

### Improvement District Administration

Improvement District, Operations Division administers the provision of municipal government services and encourages the development of local government in an improvement districts (covering 70% of the province's area) through fourteen district offices, eight sub-offices, three regional offices and an Edmonton office. The Division performs the same functions for the eight Metis Settlements in the province through two district offices, one sub-office, and an Edmonton office. Another branch of the division, Land Programs, is concerned with providing land for those living in the green zone of the province.

*Alberta Municipal Affairs, Improvement District, Operations Division, 6th Floor 9925 - 107 Street, Edmonton, Alberta T5K 2H9. Phone: (403) 427-9658 or contact the district office of the improvement district or Metis Settlement involved.*

### Local Authorities Board

Holds hearings into applications by councils of muncipalities for the annexation of land to municipalities and approves the borrowing of monies by municipalities and school boards. Eligibility: Municipalities, school boards, general public.

*Alberta Municipal Affairs, Local Authorities Board, 6th Floor Pacific Plaza, 10909 Jasper Avenue, Edmonton, Alberta T5J 3L9. Phone: (403) 427-4278.*

### Planning

For those municipalities outside the jurisdiction of Regional Planning Commissions, the processing of subdivision applications, preparation of land-use by-laws, general municipal plans and other statutory plans defined by The Planning Act, R.S.A. 1980, and preparation of Airport Vicinity Protection areas for airports across the province. Range of planning advice and service encompasses urban, rural and regional land-use considerations, particularly the impact of extensive resource-based development activities. Eligibility: Related industries.

*Alberta Municipal Affairs, Planning Branch, 7th Floor 9925 - 107 Street, Edmonton, Alberta T5K 2H9. Phone: (403) 427-2190.*

### Building Codes

The National Research Council provides technical support for the National Building Code for Canada, the National Fire Code for Canada, the Measures for Energy Conservation in New Buildings, Building Standards for the Handicapped, Residential Standards and the Canadian Plumbing Code. Eligibility: Builders, developers, interested parties.

*National Research Council, Building Research Division, Montreal Road, Ottawa, Ontario KIA OR6. Phone: (613) 993-9960.*

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### Anti-Dumping Tribunal

Determines whether the impact of imports, dumped or otherwise, is harmful to the Canadian production of like goods. The Anti-Dumping Tribunal and the Special Assessment Programs of National Revenue are separate entities and should be dealt with accordingly. The Special Assessment Programs deal with complaints of dumping or subsidization. The Tribunal determines whether the dumping or subsidization has caused, is causing or is likely to cause significant harm to Canadian production. Eligibility: Any Canadian producer affected by dumped or subsidized imports.

*Anti-Dumping Tribunal, 365 Laurier Avenue West, 19th Floor, Ottawa, Ontario K1A 0G5. Phone: (613) 593-4601.*

### Carnet Systems

The ATA (Admission Temporaire-Temporary Admission) Carnet is an internationally recognized customs document which is used by business and industry to facilitate the importation of goods, such as commercial samples, into the territories of other contracting parties. It is designed to assist the businessman because it permits him to: 1. Make customs arrangements in advance for the countries he plans to visit. 2. Make those arrangements in his country quickly amd at a predetermined cost. 3. Use a single carnet for goods which will pass through the customs of several countries. 4. Use a single carnet for several business trips during the course of the one-year validity period. Eligibility: Business and industry, and professional importers/exporters.

*Carnet Canada, Canadian Chamber of Commerce, Room 1630 , 1080 Beaver Hall Hill, Montreal, Quebec H2Z 1T2. Phone: (514) 866-4334; Suite 2109, 120 Adelaide Street West, Toronto, Ontario M5L 1T1; c/o Suite 301, 200 Elgin Street, Ottawa, Ontario K2P 2J7.*

### Canadian Commercial Corporation (CCC)

CCC is a Federal Crown Corporation which contracts with foreign governments and international agencies on behalf of Canadian suppliers. Canadian suppliers may provide manufactured products, a variety of services and turnkey project management. CCC guarantees the technical financial and managerial capabilities of Canadian suppliers to foreign government buyers. Eligibility: Canadian manufacturers and service companies.

*Canadian Commercial Corporation, Box 49178, Bentall Centre, 11th Floor Bentall Tower 4, Vancouver, B.C. V7X 1K8. Phone: (604) 666-3940.*

### Movable Cultural Property

Responsible for controlling the export and import of cultural property, the provision of grants and loans to public institutions to purchase cultural property under certain circumstances, and the certification of cultural property for income tax purposes. Eligibility: Dealers in cultural property, private collectors, public collecting institutions.

*Movable Cultural Property, Department of Communications, Ottawa, Ontario K1A 0C8. Phone: (613) 593-4525.*

### Trade Development

The Trade Development Branch assists the industrial and consulting sectors to expand and develop export sales in order to maximize the economic potential of Alberta by:

1. Proposing appropriate export marketing and sales development strategies, action policies and programs which could contribute to the overall economic and social goals of the province;
2. Identifying specific export sales, joint ventures, consortia and licensing opportunities;
3. Planning, organizing and implementing private sector participation in trade expositions;
4. Providing counsel on international business practices, negotiation of contracts, locating potential agents, distributors or foreign partners, documentation requirements, locating financing and transportation for specific export opportunities;
5. Assisting in the development of consortia for specific foreign capital projects;
6. Initiating and coordinating incoming missions;
7. Planning, organizing and implementing outgoing marketing and sales missions;
8. Coordinating export sales assistance with other branches of the department, other departments of the province and the federal government;
9. Identifying Alberta manufacturers and suppliers of services that have potential for export;
10. Identifying and evaluating international and domestic market opportunities;
11. Providing financial assistance to exporters for market research, reconnaissance, trade expositions and missions;
12. Providing and supporting export marketing services;
13. Providing and supporting export management training programs;
14. Providing information and counsel to exporters on international funding programs;
15. Providing information and counsel to exporters on international funding programs;
16. Providing international trade representation for Alberta companies through foreign offices.

*Alberta Economic Development, Trade Development Branch, 11th Floor Sterling Place, 9940 - 106 Street, Edmonton, Alberta T5K 2P6. Phone: (403) 427-4809.*

### Federal Department of External Affairs (EA)

The main functions of the Department are: execution of the federal government's foreign policy through supervision of relations between Canada and other countries, representation of Canada in foreign countries and at international conferences, the development and promotion of Canada's international trade, and assistance to Canadians travelling abroad. It also manages Canada's immigration program abroad and coordinates external aspects of immigration policies and programs. Inquiries regarding individual immigration cases are answered by Employment and Immigration Canada, Ottawa, Ontario K1A 0J9.

*Department of External Affairs, Ottawa, Ontario K1A 0J9.*

### Food Products - Trade Promotion Abroad

The Department of External Affairs provides assistance to Canadian food exporters under its Program for Export Market Development (PEMD) and its Promotional Projects Program (PPP). Eligibility: Producers, processors, exporters, trade associations, cooperatives.

*Department of External Affairs, Agriculture, Fish and Food Products Bureau, Lester B. Pearson Building, 125 Sussex Drive, Ottawa, Ontario K1A 0G2. Phone: (613) 995-1773.*

### Foreign Investment Insurance

Provides cover for up to 15 years against three broad political risks: expropriation, inability to repatriate earnings, and war or revolution. Eligibility: Investors.

*Export Development Corporation, Western Region Office, One Bentall Centre, 505 Burrard Street, Vancouver, B.C. V7X 1M5. Phone: (604) 688-8658.*

### Performance-Related Insurance and Guarantees

Protects Canadian exporters, and financial institutions and surety companies which issue Irrevocable Letters of Credit (ILC's) and domestic surety bonds to foreign buyers on the behalf of exporters.

The services are: 1. Performance Security Insurance, which insures the exporter against a wrongful call on an ILC; 2. Performance Security, and 3. Bid Security Guarantees, which cover financial institutions against both rightful and wrongful calls on ILC's; 4. Consortium Insurance, which protects members of an exporting consortium against a rightful call resulting from the non-performance by one or more members; and 5. Surety Bond Insurance, which covers a domestic surety company that has provided a performance bond on behalf of an exporter. Eligibility: Any person or organization carrying on business in Canada. The export sale must have a Canadian content of not less than

60% of the selling price or 30% in the case of contractors.

*Export Development Corporation, Suite 1030, One Bentall Centre, 505 Burrard Street, Vancouver, B.C. V7X 1M5. Phone: (604) 688-8658. (toll free from Edmonton, Calgary, Regina, Saskatoon, Winnipeg and Victoria).*

### Alberta Government Foreign Offices

The Alberta Government maintains six offices outside Canada in London, Hong Kong, Tokyo, New York, Los Angeles and Houston. Although the size and mandate of each office differs, they are, to varying degrees, generally able to provide some of the following services to Alberta business: assisting with finding agents, researching for markets, setting up appointments, organizing trade shows, assisting with hotel and airline reservations, providing advice and counsel on doing business in the area, advising on customs regulations, and following up on meetings to maintain contact. Prior to making direct contact with Alberta's foreign offices, businesses are first encouraged to discuss their needs with either the Trade Development Branch of Alberta Economic Development, the Market Development Branch of Alberta Agriculture, or Travel Alberta, as appropriate. (See Appendix IV)

### Capital Projects - Construction and Consulting Services

The aim of the Construction Division and the Consulting Services Division of the Service Industries Branch is to improve productivity and efficiency in domestic and export markets in the construction and consulting service industries. The divisions promote international trade in these industries and secures maximum industrial benefits for Canada in the execution of major domestic capital projects. Eligibility: Related industries.

*The Department of Regional Industrial Expansion, Service Industries Branch, 235 Queen Street, Ottawa, Ontario K1A OH5. Phone: (613) 995-8107.*

### Import Analysis

The Import Analysis Program assists industrial development and domestic sourcing by providing market analysis of imports in significantly greater detail than is available from regular data produced by Statistics Canada. Priority is given to requests for analysis that involve expansion of the domestic market for Canadian goods, increased employment, new industrial development opportunities and investment. Eligibility: Discretionary, emphasis on manufacturers.

*Market Development Branch, Market Information and Analysis Division, Department of Regional Industrial Expansion, Ottawa, Ontario KIA OH5. Phone: (613) 992-4446.*

### Import and Export Permits, Licenses and Quotas

The Special Trade Relations Bureau, Department of External Affairs is responsible for the issuance of export and import permits, international import certificates and international delivery certificates in accordance with the Export and Import Permits Act and regulations to cover the importation and exportation of goods listed on the Import Control List and Export Control List, and for the exportation of any goods to a country listed on the Area Control List. Eligibility: Importers, exporters and interested parties.

*Special Trade Relations Bureau, Department of External Affairs, 235 Queen Street, Ottawa, Ontario KIA OG2. Export Controls: Phone (613) 996-22387. Import Controls: Phone (613) 995-8356.*

### International Bureaux - Information for Exporters

Provides (1) market information giving economic outlooks for individual countries and information on the market for particular products; (2) market access information on tariff rates, regulations, licensing, non-tariff barriers, product standards, required documents, etc.; and (3) publications including information on a wide range of "Markets for Canadian Exporters". A special in-depth advisory service is provided on U.S. customs and other access requirements for the U.S.A. Eligibility: Exporters.

*Department of Regional Industrial Expansion, 505, 10179 -105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2944. Representing the Department of External Affairs in Alberta.*

### International Trade Data Bank

The International Trade Data Bank consists of information on the imports and exports of 41 major countries as reported annually to the United Nations. The 41 countries report the origin and destination of their imports and exports providing approximately 265 individual partner country and region possibilities. The data runs from 1962 to the most current year available. They are updated annually and information for the past calendar year is normally available for all OECD countries and certain developing countries within the first nine months of the calendar year. Data for other developing countries are subject to lags of two to three years. Altough some quantity data are available for certain commodities and countries, coverage is not as consistent as the value data. User charges for data are based on an initial estimate followed by actual cost recovery. Eligibility: Importers, exporters, all businesses and industries having international business affairs.

*Policy Development Secretariat, "C.P.B.", Department of External Affairs, Ottawa, Ontario KIA 0G2. Phone: (613) 995-3711.*

### Machinery - Tariff Classifications

Through this program applications from companies and individuals for remission of duty for machinery classifiable under tariff items 42700-1, 42700-2 and 42700-3 are considered. Criteria for remission of duty for machinery under tariff items 42700-4, 42700-5, 42700-9, 42701-1, 42701-2, 41100-1 are considered. Criteria for remission of duty is the non-availability of reasonably equivalent machinery from that produced in Canada. Eligibility: Importers and users of machinery.

*Department of Regional Industrial Expansion, Machinery and Equipment Advisory Board, 235 Queen Street, Ottawa, Ontario KIA 0H5. Phone: (613) 992-1004.*

### Commercial/Economic Personnel Division (EX-TCS)

The Commercial/Economic Personnel Division provides liaison services in foreign markets, identifies Canadian foreign market opportunities for producers, and assists with foreign rules and regulations. (EX-TCS) directs inquiries from foreign buyers to Canadian firms. Eligibility: Canadian exporters and importers.

*Department of Regional Industrial Expansion, 505 Corner Point Building, 10179 - 105 Street, Edmonton, Alberta T5J 3S3. Phone: (403) 420-2944. Representing Department of External Affairs in Alberta.*

### Bonded Carriers

The Department of Revenue, Customs and Excise maintains customs cargo control regulations relating to the control of import and export movement of international cargo in bonded carriers. Eligibility: Importers and exporters.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 922-8867.*

### Bonded Warehouses

The Department of Revenue, Customs and Excise, maintains regulations and procedures governing customs bonded warehouses and regulations relating to ships' stores and the disposal of unclaimed goods at customs. Eligibility: Importers and exporters

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 996-8525.*

### Customs House Brokers

The Department of Revenue, Customs and Excise, is responsible for the examination, and licensing of customs brokers. Eligibility: Customs house brokers, importers, exporters.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 995-4688.*

### Customs Documents

Customs documents (reproduction and certification) and customs records searches are available. Eligibility: Importers, exporters, interested parties.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario K1A 0L5. Phone: (613) 995-4688.*

### Customs Duty - Canadian Goods Returned

Information is available on customs duty payable on exports that are later returned to Canada after repair or processing abroad. Eligibility: Exporters, importers.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 992-1992.*

### Customs Duty - Foreign Postal Parcels and Gifts

Information is available regarding allowances on gifts arriving in Canada by mail and rates of duty on parcels from outside Canada. Eligibility: Those receiving foreign parcels and gifts.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 996-9496.*

### Customs Duty - Rates Information

Information is available on tariff classification and rates of customs duty payable on imported foreign goods such as automobiles, furniture, antiques, works of art and machinery. Eligibility: Importers, interested parties.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 995-9740.*

### Customs Transportation Control Policy

Customs transportation control policies include controlling the use of foreign non-duty paid vessels, aircraft, containers, highway equipment and railway rolling stock. Eligibility: Importers, exporters, related industries.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 996-8519.*

### Excise Duties

The Department of Revenue, Customs and Excise, provides information relating to excise duties, which are payable under the provisions of the Excise Act and regulations. Eligibility: Importers, exporters.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 995-1614.*

### Exports - Identification

Goods to be exported must be reported and identified. Eligibility: Exporters.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 992-0693.*

### Exports Regulations

Information is available on regulations concerning the documentation governing the export of goods from Canada. Eligibility: Exporters, related businesses, general public.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 995-0693.*

### Imports - Countervailing Enforcement

The Department of Revenue, Customs and Excise, is responsible for enforcement of the assessment of countervailing duties imposed on goods imported into Canada. Eligibility: Importers.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 995-6173.*

### Imports - Currency

Information is provided on rates of exchange used for commercial importations into Canada and daily rates or verification of previous rates. Eligibility: Importers, exporters.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 593-6514.*

### Imports - Importer Numbers

Requests for the issuance of importer numbers and verification of existing numbers should be directed to any regional office. Eligibility: Importers.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 593-6220.*

### Imports - Maintenance of Records

Listings of all records and books must be maintained in Canada by importers. Eligibility: Importers.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 593-6220.*

### Imports - Prohibited Goods

Information on goods prohibited from entry into Canada may be obtained from any regional office. Eligibility: Importers, interested parties.

*Revenue Canada, Customs and Excise. Call your Regional Office.*

### Imports - Security Deposits

Inquiries concerning security deposits for the payment of duty by uncertified cheque, the immediate release of imported goods, and temporary entry of imported goods, and temporary entry of imported goods may be directed to this office. Eligibility: Importers, exporters.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 593-5279.*

### Imports - Surtax

The Department of Revenue, Customs and Excise, is responsible for the enforcement of surtax imposed on imports into Canada. Eligibility: Importers.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 593-6173.*

### Imports - Temporary

Information is available concerning temporary entry of articles into Canada. Eligibility: Importers.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 996-9623.*

### Imports - Value for Duty

Information is available concerning duty evaluation of imported goods. Eligibility: Importers.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 995-2567.*

### Requests for Re-determination or Re-appraisal

The importing community may file requests for the re-determination of tariff classification or re-appraisal for the value for duty on imported goods, for consideration by officers of the Department of Revenue, Customs and Excise. Eligibility: Importers.

*Revenue Canada Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 593-6104 or contact the regional office in Calgary.*

### Sales Tax - Federal

The Department of Revenue, Customs and Excise, maintains federal sales and excise taxes (payable under the Excise Tax Act) and regulations on manufactured goods, tax liability and exemptions. Eligibility: Importers, exporters.

*Revenue Canada, Customs and Excise, Connaught Building, Mackenzie Avenue, Ottawa, Ontario KIA 0L5. Phone: (613) 995-2900.*

### Appeals Related to Customs Duties

The Tariff Board decides on appeals against customs duties rulings made by the deputy minister of the Department of Revenue, Customs and Excise, regarding tariff classification, valuation for duty or drawback of customs duties. Eligibility: Importers, exporters.

*Tariff Board, 365 Laurier Ave. W., Ottawa, Ontario KIA 0G7. Phone: (613) 996-8541.*

### Appeals Related to Excise Tax

The Tariff Board decides on excise tax appeals concerning the applicability or rate of federal tax on goods or air transportation. Eligibility: Importers, exporters, related industries.

Tariff Board, 365 Laurier Ave. W., Ottawa, Ontario KIA 0G7. Phone: (613) 996-8541.

### Economic Inquiries on Imports

The Tariff Board, at the request of the minister of finance, carries out economic inquiries on any commodities or products imported into Canada. The board is usually directed to include recommendations with respect to levels of duty and tariff nomenclature in its report to the minister. Eligibility: Importers, industries producing goods that are also imported.

*Tariff Board, 365 Laurier Avenue West, Ottawa, Ontario KIA 0G7. Phone: (613) 996-8541.*

### Motor Vehicles - Safety Standards for Imported Vehicles

The Director, Vehicle Safety and Energy Operations Branch is responsible for the enforcement of regulations governing motor safety standards for imported motor vehicles and inquiries concerning importation of motor vehicles. Eligibility: Motor vehicle importers, related industries.

*Transport Canada, Vehicle Safety and Energy Operations Branch, Transport Canada Building, Place de Ville, Ottawa, Ontario KIA 0N5. Phone: (613) 992-4464.*

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**Atomic Energy of Canada Radiochemical Company (Commercial Products)**

The Company supplies radioisotopes for medical and industrial applications and cobalt-60 therapy units. Designs and constructs industrial irradiators for the sterilization of medical products and linear accelerators for medical therapy. Eligibility: Related industries.

*Atomic Energy of Canada Ltd., 413 March Road, Kanata, Ontario K2K 1X8. Phone: (613) 237-3270.*

**Canada Council**

Supports professional artists and arts organizations. Eligibility: Professional artists and arts organizations.

*Canada Council, Head Office, 255 Albert Street, P.O. Box 1047, Ottawa, Ontario K1P 5V8. Phone: toll free 1-800-267-8282.*

**Art Bank**

The Canada Council purchases art from living Canadian visual artists and rents it to governments and non-profit organizations for display in public places. Eligibility: Non-profit organizations wishing to lease artworks.

*The Canada Council, Art Bank, 255 Albert Street, P.O. Box 1047, Ottawa, Ontario K1P 5V8. Phone: toll free 1-800-267-8282.*

**Canada Service Bureau**

The government of Canada offers a wide variety of programs and services aimed at helping small business. The Canada Service Bureau, a downtown, store-front operation, can simplify the task of tracking down federal government information. The Bureau is equipped with an extensive data bank and highly-skilled personnel to assist the general public to access specific or general information needs.

*Canada Service Bureau, 10138 - 101 Street, Edmonton, Alberta. Phone: (403) 420-2021.*

**Explorations Program**

Grants are available through this Canada Council program for cultural and artistic projects which are innovative or unusual. Eligibility: Individuals, non-profit groups, and organizations. Program not restricted to professional artists.

*Canada Council, Explorations Program, 255 Albert Street, P.O. Box 1047, Ottawa, Ontario K1P 5V8. Phone: toll-free 1-800-267-8282.*

**Film Festivals**

The Film Festivals Bureau of the Cultural Industries Directorate is responsible for the organization and participation of Canadian films in national and international festivals and provides information on recent Canadian feature films. Eligibility: Related industries.

*Department of Communications, Film Festivals Bureau, Journal North Building, 300 Slater Street, Ottawa, Ontario K1A 0C8. Phone: (819) 994-1455.*

**Space Industry Development Program**

The space applications program encourages the participation of Canadian industry in the design, development and construction of Canadian satellite systems through contracts for major space systems. It is responsible for the development of future space subsystems and components and the establishment of a fully equipped national centre for assembling and testing satellites and space subsystems. Eligibility: Related industries.

*Department of Communications, Journal North Building, 300 Slater Street, Ottawa, Ontario KIA OC8. Phone: (613) 996-9403.*

### Space Industry Support

The David Florida Laboratory, (part of the Communications Research Centre, Department of Communications) is operated as a national facility for the environmental testing and integration of spacecraft, and space and ground based hardware. The laboratory provides vibration, thermal vacuum and radio frequency testing services on a cost recovery basis. The facilities currently include two high bay spacecraft assembly areas, a range of thermal vacuum chambers, three vibration systems, two anechoic chambers and shielded rooms, as well as the requisite skilled support services. Eligibility: Canadian aerospace industry and universities. (Environemtal testing support, including RF may be made available to non-aerospace projects on a non-interference basis).

*Director, David Florida Laboratory, Communications Research Centre, P.O. Box 11490, Station "H", Ottawa, Ontario K2H 8S2.*

### Crown Assets Disposal Corporation (CADC)

The Corporation administers the sale of material and equipment reported surplus by federal government departments and agencies. Various items are put up for sale by tender as they become available. Eligibility: General public, businesses, industries, all parties wishing to purchase government surplus materials.

*Crown Assets Disposal Corporation, Head Office, P.O. Box 8451, Ottawa, Ontario K1G 3J8. Phone: (613) 994-0074. For tender information in the Prairie Region, 15508 - 114 Avenue, Edmonton, Alberta T5M 3S8. Phone: (403) 420-3704.*

### Affiliated Art Organizations

Affiliated with Culture are the Alberta Art Foundation, Alberta Cultural Heritage Council, Alberta Foundation for the Performing Arts, Alberta Cultural Heritage Foundation, Alberta Historical Resources Foundation, Historic Sites Board, and the Alberta Library Board. Eligibility: Business related to the Arts.

*Alberta Culture, 14th Floor, 10004 - 104 Avenue, Edmonton, Alberta T5J 0K5. Phone: (403) 427-6530.*

### Cultural Development

The Cultural Development Division of Alberta Culture seeks to stimulate the cultural life of this province by providing opportunities and resources to foster awareness, appreciation and participation in the arts and other cultural pursuits. The Division provides educational and consultative programs and administers an extensive program of financial assistance. Branches within the Division deal with visual arts and crafts, performing censorship and the Northern and Southern Jubilee Auditoriums.

*Alberta Culture, Cultural Development Division, 11th Floor CN Tower, 10004 - 104 Avenue, Edmonton, Alberta T5J 0K5. Phone: (403) 427-2553.*

### Field Services

Acts as a communication link between Alberta Culture and various regions assessing the broad cultural needs and resources of the people in these areas. Six offices locations are Stony Plain, St. Paul, Grande Prairie, Wetaskiwin, Calgary and Medicine Hat. Eligibility: Business.

*Alberta Culture, Field Services, 247C Provincial Building, 4709 - 44 Avenue, Stony Plain, Alberta T0E 2G0. Phone: (403) 963-7227.*

### Defence Construction Canada (DCC)

Defence Construction Canada is responsible for contracting for the major military construction, and repair and maintenance requirements of the Department of National Defence. Eligibility: Related businesses and industries.

*Defence Construction Canada, SBI Building, Billings Bridge Plaza, 2323 Riverside Drive, Ottawa, Ontario K1A 0K3. Phone: (613) 998-9548, or P.O. Box 142, Lancaster Park, Edmonton, Alberta T0A 2H1. Phone: (403) 456-4040.*

### Economic Council of Canada (ECC)

The Council is an independent advisory body that prepares and publishes an annual review of the country's economic problems and medium-term prospects. It also conducts economic studies on its own initiative or at the request of the government. The results of its research are available to the public in the form of published reports and authored research studies. Eligibility: Interested businesses, industries and the public.

*Economic Council of Canada, Tower A, 16th Floor, 333 River Road, P.O. Box 527, Station "B", Ottawa, Ontario K1P 5V6. Phone: (613) 993-1067.*

### Canadian Occupational Interest Inventory

The Canadian Occupational Interest Inventory is an aid to assess an individual's occupational interest by testing. Eligibility: Any individual wishing to assess his or her occupational interest, employers wishing to utilize this service.

*Contact your nearest Canada Employment Centre.*

### Federal Contracts Program

This program encourages Crown corporations and businesses benefitting from contracts with federal departments to adopt affirmative action initiatives. Eligibility: Related businesses and industries.

*Contact your nearest Canada Employment Centre.*

### Human Resource Planning

This process enables an organization to move from its current human resource position to its desired employment requirements. Through planning, an organization strives to have the right number and right kinds of people, with the appropriate skills at the time they are required, accomplishing tasks which result in the objectives of the organization being met. This program assists employers to obtain a clear idea of future human resource requirements and to develop a plan of action to meet their needs.

*Contact your local Canada Employment Centre.*

### Institutional Training

The federal government, in cooperation with the provinces, provides occupational training to adult members of the labour force to increase their earning capacity or opportunities for employment. The skill training is in response to the needs of the labour market and includes the classroom portion of apprenticeable trades. Income support is available to full-time trainees. Eligibility: Related industries and businesses.

*Contact your nearest Canada Employment Centre.*

### Social Insurance Number Registration

Canadian citizens, permanent residents and others who may qualify are entitled to receive a social insurance number (SIN). Eligibility: General public.

*Contact your nearest Canada Employment Centre.*

### Aerial Photographs

The National Air Photo Library processes, reproduces and sells aerial photos. Eligibility: All parties needing this service.

*Energy, Mines and Resources Canada, National Air Photo Library, 615 Booth Street, Ottawa, Ontario K1A 0E9. Phone (613) 995-4560.*

### Aeronautical Charts

Aeronautical charts are available by mail order and at sales counters at Canadian airports. Eligibility: All parties needing this service.

*Energy, Mines and Resources Canada, Canada Map Office, 615 Booth Street, Ottawa, Ontario K1A 0E9. Phone: (613) 998-9900.*

### Airline Distances

Direct air distances expressed in kilometers, statute miles, and nautical miles between two geographical positions are used by various agencies to determine measures such as tariffs for transporting goods by air. Eligibility: Related businesses and industries.

*Energy, Mines and Resources Canada, Aeronautical Charts Division, Surveys and Mapping, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 593-4625.*

### Canada Gazetteer Atlas

This atlas consists of 48 maps and an index giving the name, status, population and position of the populated places recorded in the 1976 Census of Canada.

*Energy, Mines and Resources Canada, Geographical Services Directorate, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 992-7577.*

### Flight Information Publications

Flight information materials are available for the aviation community. Eligibility: Related industries.

*Energy, Mines and Resources Canada, Canada Map Office, 615 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 998-9900.*

### Map Sales

Over-the-counter cash sales are made of departmental maps, charts and publications. Eligibility: All parties needing this service.

*Energy, Mines and Resources Canada, Information and Sales Centre, 580 Booth Street, Ottawa, Ontario K1A 0E4. Phone: (613) 995-4510.*

### National Atlas of Canada (4th Edition)

This atlas contains maps on historical, human, economic and physical geography of Canada. Eligibility: All parties needing this information.

*Energy, Mines and Resources Canada, Surveys and Mapping Branch, Geographical Services Division, 615 Booth Street, Ottawa, Ontario K1A 0E9. Phone: (613) 992-1997.*

### National Atlas of Canada (5th Edition)

A new edition of the National Atlas of Canada. Instead of a set of small maps bound in a single volume, the new 5th Edition is being published as a separate map sheet.

*Energy, Mines and Resources Canada, Surveys and Mapping Branch, Geographical Services Division, 615 Booth Street, Ottawa K1A 0E9. Phone: (613) 992-1997.*

### Physics of the Earth

*Information and advice are available on earthquakes and seismic risk, perma-frost and geothermal energy, and the earth's magnetism, gravity and dynamics, for resource exploration and construction of transportation systems and other structures. Eligibility: Related industries.*

*Energy, Mines and Resources Canada, Earth Physics Branch, 1 Observatory Crescent, Ottawa, Ontario K1A 0Y3. Phone: (613) 995-5558.*

### Topographical Maps

Topographical and general purpose maps of Canada are available by mail order or at sales counters in major population centres. Eligibility: All parties needing this service.

*Energy, Mines and Resources Canada, Canada Map Office, 615 Booth Street, Ottawa, Ontario K1A 0E9. Phone: (613) 998-9900.*

### Canadian Certificates and Documents - Authentication

The Department of External Affairs authenticates or legalizes signatures on Canadian documents for use abroad (birth and marriage certificates, school and university diplomas, powers of attorney, contracts, affidavits and government documents such as patent and trademark publications). Eligibility: Exporters and importers and all other industries whose employees travel abroad.

*External Affairs Canada, Legal Advisory Division, Lester B Pearson Building, 125 Sussex Drive, Ottawa, Ontario K1A 0G2. Phone: (613) 995-0119.*

### Claims of Canadians Against Foreign Governments

The Department of External Affairs provides assistance in the form of the exercise of good offices and where justified, through formal espousal of claims, to Canadian citizens in respect of injury to their lives, property, rights, interests or debts by foreign governments and/or their agencies. Eligibility: Individuals and firms having complaints against foreign governments.

*External Affairs Canada, Economic Law and Treaty Division, Lester B. Pearson Building, 125 Sussex Drive, Ottawa, Ontario K1A 0G2. Phone: (613) 996-1940.*

### Passports

Passport services are available to Canadian citizens in person or by mail from passport offices throughout Canada. Eligibility: Any individual wishing to travel abroad.

*External Affairs Canada, Regional Passport Office, 500 Royal Bank Building, 10117 Jasper Avenue, Edmonton, Alberta T5J 1W8. Phone: (403) 420-2622. 480 Government of Canada Building, 220 - 4th Ave. S.E., Calgary, Alberta T2G 4X3. Phone: (403) 231-5171.*

### Travel Outside Canada

The Department of External Affairs provides consular assistance and information for Canadian citizens travelling outside Canada. Eligibility: Any individual wishing to travel abroad.

*External Affairs Canada, Consular Operations Division, Lester B. Pearson Building, 125 Sussex Drive, Ottawa, Ontario K1A 0G2. Phone: (613) 992-3705 or contact your nearest passport office. Outside Canada contact Canadian Mission or Consulate.*

### Fisheries Market Information and Support

Provides statistical and management information, trade and market outlook reports, market analysis and identification of market opportunities, marketing plans, policies and strategies to improve marketing efficiency, consumer education and promotion of fishery products, supports of new product development and price support operations. Eligibility: Fisheries industry.

*Department of Fisheries and Oceans, Director, Marketing Services Branch, 240 Sparks Street, Ottawa, Ontario K1A 0E6. Phone: (613) 996-1216.*

### Fisheries Statistics

Periodical reports are available on fish catches, values, prices to fishermen, market analyses, etc. Eligibility: Related industries.

*Department of Fisheries and Oceans, Economic Policy Branch, C.D. Howe Building, 240 Sparks Street, Ottawa, Ontario K1A 0E6. Phone: (613) 996-1216.*

### Licences for Commercial Fishermen

The Department of Fisheries and Oceans is responsible for the licensing of commercial fishermen engaged in various categories of federally-administered fisheries. Eligibility: fishermen, those interested in becoming commercial fishermen.

*Department of Fisheries and Oceans, C.D. Howe Building, 240 Sparks Street, Ottawa, Ontario K1A 0E6. Phone: (613) 995-2005.*

### Freshwater Fish Marketing Corporation (FFMC)

The Corporation is the marketing and trading agency for freshwater fish, fish products and fish by-products within and outside of Canada. Eligibility: Related businesses and industries, general public.

*Freshwater Fish Marketing Corporation, 1199 Plessis Road, Winnipeg, Manitoba R2C 3L4. Phone: (204) 949-6600.*

### Human Rights Commission

The Alberta Human Rights Commission administers the Individual's Rights Protection Act which prohibits discrimination on the basis of race, religious beliefs, sex, colour, physical characteristics, ancestry or place or origin in three areas; tenancy, employment and public accommodations. Alberta Human Rights Commission staff investigate complaints, negotiate settlements and conduct educational workshops.

*Alberta Human Rights Commission, Room 501, 10053 - 111 Street, Edmonton, Alberta T5K 2H8. Phone: (403) 427-7661 or Main Floor, 1338 - 8 Street S.W., Calgary, Alberta T2R 1M6. Phone: (403) 297-6571.*

### Human Rights Commission Services

The education and consulting services of the Alberta Human Rights are available to anyone who wishes them. Every two months the regional office of the Commission sponsor a workshop for business people who have responsibilities in the areas of recruiting, interviewing, selecting, supervising or terminating employees. The Commission will, on request, review an employer's employment application form and offer advice and suggestions to insure that the application form does not contravene the provisions of the Individual's Rights Protection Act. Education officers or Commissioners are available to speak at meetings of organizations and businesses on topics related to human rights legislation in the province. Eligibility: Interested individuals or businesses.

*Alberta Human Rights Commission, 501 Edwards Professional Centre, 10053 - 111 Street, Edmonton, Alberta T5K 2H8. Phone: (403) 427-7661.*

### Industrial Cooperation

The Agency promotes and develops industrial cooperation between Canada and developing countries. Eligibility: Interested Canadian businesses and industries.

*Canadian International Development Agency, Industrial Cooperation Division, Place du Centre, 200 Promenade du Portage, Ottawa, Ontario K1A 0G4. Phone: (819) 997-6360.*

### Tax Recovery and Property Administration

This branch ensures that the rights of taxpayers and interest of municipal taxing authorities are protected in tax recovery proceedings. The branch is concerned with all ratepayers which include both individuals and the business sector with respect to the nonpayment of taxes. Eligibility: Business, general public.

*Alberta Municipal Affairs, Tax Recovery Branch, 12th Floor, 9925 - 107 Street, Edmonton, Alberta T5K 2H9. Phone: (403) 427-5650.*

### Film and Other Audio-Visual Material Distribution

The National Film Board distributes films and other audio-visual materials in Canada and abroad through direct sale, rental and loan of prints, or contract bookings to cinemas, television and commercial distributors. Eligibility: Related industries.

*National Film Board of Canada, Distribution Branch, 150 Kent Street, Ottawa, Ontario K1A 0M9. Phone: (613) 996-4259.*

### Cataloguing in Publications

Designated libraries across the country provide Canadian publishers with cataloguing information to be printed in their forthcoming books. Eligibility: Related industries.

*National Library of Canada, Cataloguing in Publication Office, 395 Wellington Street, Ottawa, Ontario K1A 0N4. Phone: (819) 997-6200.*

### National Research Council (NRC)

NRC laboratories carry out a wide range of activities aimed at improving the technical competence of Canadian companies including assistance with research; standards of mass, length, time, frequency and radiation; provision of national testing and experimental facilities such as wind tunnels, marine dynamics and ship laboratory, engine test facilities and railway engineering test beds. Eligibility: Canadian industry and business.

As well, NRC's Canadian Institute for Scientific and Technical Information (CISTI) maintains the national collection of scientific and technical literature as a resource for all Canadians who need specialized information.

*National Research Council, Montreal Road, Ottawa, Ontario K1A 0R6.*

### Biotechnology Development Program (PILP)

As part of the federal government's national Biotechnology Strategy, PILP is now responsible for the Biotechnology Development Program. The main objective of this program is to encourage collaboration between Canadian firms and biotechnology researchers in universities, provincial research councils and government laboratories. NRC will provide a financial contribution to a participating firm toward the cost of a project. A proportion of this contribution will be for payment by the company for work done by the university or provincial research organization teams. Firms are required to contribute a minimum of 20% to the total cost of a project. Eligibility: Canadian-based companies, with the appropriate financial, managerial, technical, production and marketing capabilities to succeed with the project, either alone or in arrangements with others.

*National Research Council, Montreal Road, Ottawa, Ontario K1A 0R6. Phone: (613) 993-0357.*

### Canada Institute for Scientific and Technical Information (CISTI)

Provides access to world-wide scientific and technical information. Services include answers to specific questions, state-of-the-art reviews, an on-line retrieval system, a computer-assisted current awareness service, provision of a variety of hard copy back-up resources through a loan or photocopy service, and access to expertise.

Requests are received and responded to by telephone, telex, postal service, courier service and telecopiers. Machine readable files can be accessed throughout Canada and results printed on local terminals. Eligibility: Canadian academic community, government and industrial sectors.

*National Research Council, Montreal Road, Ottawa, Ontario K1A 0R6.*

### Co-op Tech Program (PILP)

PILP administers this Program, which is an extension of the NRC's previous Incubator Program. The objective of this program is to assist Canadian firms realize their technical objectives by locating a technical team in federal government laboratories to complete technology transfer and technology development. The firm will be expected to exploit the technology from the project to the economic benefit of Canada. PILP will be the single point of entry into this program for the 9 participating federal departments and agencies. Eligibility: Canadian-based companies with the appropriate financial, managerial, technical, production and marketing capabilities to succeed with the project, either alone or in arrangements with others.

*National Research Council, Montreal Road, Ottawa, Ontario K1A 0R6. Phone: (613) 993-0357.*

### Field Advisory Service (IRAP-C)

IRAP-C provides a personal and confidential "on-site" service to Canadian companies with limited technical resources. It assists firms in acquiring or expanding the technological base necessary to ensure the competitiveness and profitability of their operations. This service is provided free of charge. The IRAP Field Technology Advisor will assist Canadian industrial firms to solve technical problems, improve production operations, increase productivity, develop new processes or products and reduce costs.

*Alberta Research Council, Industrial Development Department, 4th Floor Terrace Plaza, 4445 Calgary Trail South, Edmonton, Alberta T6H 5R7. Phone: (403) 438-1555; or 3512 - 33 Street N.W., Calgary, Alberta T2L 2A6. Phone: (403) 282-9136; or Alberta Research Council, c/o Alberta Tourism and Small Business, Room 249, Provincial Building, 200 - 5th Avenue South, P.O. Box 3014, Lethbridge, Alberta T1J 4C7. Phone: (403) 329-5414.*

### Program for Industry/Laboratory Projects (PILP)

The program is administered by the National Research Council and designed to facilitate Canadian industrial exploitation of research results from federal government laboratories including NRC. More recently, PILP has been extended to include technology originating within Canadian universities. The program supports such projects from the conceptual stages through to prototype or pilot-plant development within the company in order to provide a clear indication of whether this technology can result in a commercially viable product or service. The program helps by identification of science and technology of potential use to the company, by assuring the cooperation of the relevant government or university laboratories, and by provision of funds. Funding of a project is normally through a contribution agreement with the company, although in certain circumstances a procurement contract will be used. In the contribution arrangement mode, licenses will be arranged to allow the company the use of any government or university background technology. Any new intellectual property developed by the company during the course of such PILP projects will be the property of the company. Eligibility: Canadian-based companies with the appropriate financial, managerial, technical, production and marketing capabilities to succeed with the project, either alone or in arrangements with others.

*National Research Council, Montreal Road, Ottawa, Ontario K1A 0R6. Phone: (613) 993-0357.*

### Technical Information Service (IRAP-F)

IRAP-F provides a technical information and advisory service to industry by responding to direct enquiries and through technical support of IRAP Industrial Technology Advisors who are responsible for IRAP-C. They are subject matter experts who can also draw on formal contacts with specialists in NRC, other government laboratories, universities, research institutes, technical libraries and international technology agencies. The services are confidential and on a no-charge basis.

*Contact: phone, write or visit your nearest advisor or Industrial Research Assistance Program, Technical Information Service, National Research Council of Canada, Building M-55, Montreal Road, Ottawa, Ontario K1A 0R6. Phone: (613) 993-1753.*

### Canadian Patents and Development Ltd.

Technology arising from government-funded and university research and development is made commercially available to industry. Eligibility: Industries interested in government and university technology.

*Canadian Patents and Development Ltd., 275 Slater Street, Ottawa, Ontario K1A 0R3. Phone: (613) 996-5736.*

### Licensing of Technology

Canadian Patents and Development Limited (CPDL) sponsors the Inventor's Assistance Program at the Canadian Industrial Innovation Centre, Le Centre d'Innovation Industrelle, at L'Ecole Polytechnique in Montreal and the University of Waterloo. Eligibility: Private inventors may have inventions assessed as to feasibility and marketability for a modest registration fee.

*Canadian Patents and Development Ltd., 275 Slater Street, Ottawa, Ontario KIA 0R3. Phone: (613) 996-5736.*

### Public Utilities Board of Alberta

This board is charged with the responsibility of hearing applications for rate adjustments and insuring that gas, electric and other utility rates are just and reasonable for both the consumer and the utility. Milk prices are also reviewed by the Public Utilities Board. Eligibility: Business, general public.

*Public Utilities Board, 11th Floor 10055 - 106 Street, Edmonton, Alberta T5J 2Y2. Phone: (403) 427-4901. Calgary Office: 640, 540 - 5th Avenue S.W., Calgary, Alberta T2P 0M2. Phone: (403) 261-6306.*

### Alberta Recreation and Parks

Responsible for ensuring the orderly development of recreation opportunities and maintaining a park system in Alberta. The Recreation Development Division provides consulting services, training sessions, and information on the management of leisure services, sport and recreation facilities and recreation programming for all Albertans, including senior citizens, disabled citizens, children, competitive athletes, community recreation departments, provincial associations and provincial sport governing bodies. The Design and Implementation, and Operation and Maintenance Divisions develop and maintain provincial parks to provide enjoyable outdoor recreational opportunities as well as to conserve sites of historical, geological, cultural, scientific, or ecological interest. Information on public and private sport and recreation facilities of interest to architects, consultants, planners, developers and communities is available through the Department's Community Recreation Branch. Eligibility: Business and public.

*Community Recreation Branch, Alberta Recreation and Parks, 901 Standard Life Centre, 10405 Jasper Avenue, Edmonton, Alberta T5J 3N4. Phone: (403) 427-5724.*

### Alberta Research Council

The Alberta Research Council is a Crown corporation set up to advise the government on scientific matters and to promote responsible economic development through the use of science and technology. It assists the business community through technical assistance, information services, contract research, joint projects with private firms and the licensing of Research Council inventions. Eligibility: Business.

*Alberta Research Council, 7th Floor, Terrace Plaza, 4445 Calgary Trail South, Edmonton, Alberta T6H 5R7. Phone: (403) 438-1666.*

### Canada Pension Plan

Revenue Canada Taxation determines entitlement to coverage under the Canada Pension Plan and collects both employer and employee contributions from the employer. Health and Welfare Canada makes pension payments. Coverage rulings can be obtained from Revenue Canada Taxation District offices in Edmonton and Calgary.

*Revenue Canada Taxation, 875 Heron Road, Ottawa, Ontario KIA 0L8, or contact a regional office in Edmonton or Calgary.*

### General Taxation Information

Revenue Canada Taxation provides general information for taxpayers through its inquiry service in every district taxation office and tax pamphlets. It also provides income tax interpretation bulletins, information circulars and rulings for tax practitioners. Eligibility: Tax practitioners, employers, individuals.

*Revenue Canada Taxation, 875 Heron Road, Ottawa, Ontario KIA 0L8, or contact your district office in Calgary or Edmonton.*

### Unemployment Insurance

Revenue Canada Taxation determines entitlement to coverage under the Unemployment Insurance Act and collects both employer and employee premiums from the employer. Employment and Immigration Canada makes benefit payments. Covering rulings can be obtained from Revenue Canada District Taxation Offices in Edmonton and Calgary.

*Revenue Canada Taxation, 875 Heron Road, Ottawa, Ontario KIA 0L8, or contact a district office in Edmonton or Calgary.*

### Criminal Record Checks

Criminal record checks required for non-criminal purposes are governed by strict RCMP Policy and should be processed through RCMP detachments or local police agencies.

*Royal Canadian Mounted Police, Headquarters Building, 1200 Alta Vista Drive, Ottawa, Ontario KIA 0R2. Phone: Your nearest local detachment.*

### Science Council of Canada (SCC)

The Science Council of Canada examines the health and impact of science and technology and makes available reports, background studies, and other information about scientific policy research in the following areas: industrial policies, agriculture, conserver policy, demography, earth sciences, energy, environment, food and agriculture, forestry, health care, industrial pollutants, industry, legal process and science, mining, natural resources, northern development, oceans and science, education, science policy, space, telecommunications, transportation and urban development, research and development. Eligibility: All parties needing this information.

*Science Council of Canada, Berger Building, 100 Metcalfe Street, Ottawa, Ontario KIP 5M1. Phone: (613) 995-6954.*

### Federal Gun Control

The department enforces federal legislation and provides for the licensing and regulation of all gun dealers, and control of firearms acquisition certificates in the province. Eligibility: Business, and general public.

*Solicitor General Canada, Chief Provincial Firearms Officer, Law Enforcement Division, 7th Floor Melton Building, 10310 Jasper Avenue, Edmonton, Alberta T5J 2W4. Phone: (403) 427-3457.*

### Law Enforcement Crime Prevention

The Law Enforcement Division supplies printed materials to all police forces in the province to support crime prevention programs including business security and Operation Provident, a national business identification program. Pamphlets are also available to private citizens or business. Businesses seeking advice on security matters can contact the local police force or the crime prevention coordinator for proper referral. Eligibility: General public.

*Solicitor General Canada, Crime Prevention Co-ordinator, Law Enforcement Division, 7th Floor Melton Building, 10310 Jasper Avenue, Edmonton, Alberta T5J 2W4. Phone: (403) 427-3457.*

### Statistics Canada

Statistics Canada has a national responsibility for collection and publishing statistical information needed by governments, industry and the general public to understand Canadian social and economic conditions. A free catalogue listing its publications is available on request. Eligibility: The public, industry and government.

*Statistics Canada, #215, 11010 - 101 Street, Edmonton, Alberta T5H 4X5. Phone: (403) 420-3027, or toll free 1-800-222-6400.*

### Public Awareness Program for Science and Technology

The program provides funding assistance primarily for specific projects or activities which promote public awareness and understanding of science and technology. In exceptional circumstances, funds may also be awarded to give longer-term financial support to well established organizations which require such assistance to effectively increase public awareness of science and technology. Eligibility: Non-profit organizations, associations or societies, various media organizations, producers of unique exhibits, seminars or workshops.

*Science and Professional Services Directorate, Supply and Services Canada, 11 Laurier Street, Phase III, 12C1, Hull, Quebec K1A 0S5. Phone: (819) 997-7428.*

### Unsolicited Proposals for Research and Development

Interested firms are encouraged to submit written unsolicited proposals which they consider to be unique and which are in support of government science and technology missions. Proposals are evaluated by federal government departments and if they meet the criteria for acceptance the proposals are usually contracted for. When necessary, the Unsolicited Proposal Fund provides bridge financing to government departments until they are able to allocate necessary funding from their respective budgets. Eligibility: The private sector and especially Canadian Industry. 1. Proposal must be in support of a federal departmental mission and be of sufficient priority that departments are willing to integrate the project into their program. 2. The proposed work must have scientific merit and technical feasibility. 3. The proposal offers a new and unique idea or the proposer has a unique capability or capacity for carrying out the proposal.

*Science and Professional Services Directorate, Supply and Services Canada, Hull, Quebec K1A 0S5. Phone: (819) 997-7442.*

### Development Program

Responsibilities include development of new tourism facilities and the expansion and improvement of existing plants. Of special importance are the planning and development of new tourism destinations and the decentralization of commercial tourism facilities throughout the province. Also active in industry facilities improvement ,accommodation inspection, service industry training, hospitality awareness, standards and technical development. Eligibility: Business and public.

*Travel Alberta, Development Branch, 12th Floor, Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J 0H4. Phone: (403) 427-2501.*

### Marketing Activity

Travel Alberta seeks to create a climate and opportunities within which private businesses can function as primary marketers of the Alberta tourism product. Its role is to assist the private sector in maximizing such opportunities. The Tourism Division may sometimes act as an indirect marketing representative of private sector suppliers where it is not feasible for operators to individually penetrate various markets. Marketing activities are designed to influence demand for specific tourism products such as general sightseeing, and meetings and convention travel, skiing and trail riding. Marketing support for the tourism industry in Alberta takes a number of forms including cooperative funding agreements with suppliers and wholesalers, major advertising campaigns, lure literature and service publications, familiarization tours, trade shows, and marketing advisory services. Eligibility: Business.

*Travel Alberta, Marketing Branch, 14th Floor, Capitol Square, 10065 Jasper Avenue, Edmonton, Alberta T5J 0H4. Phone: (403) 427-4323.*

### Small Business Division

Want to start a new business in Alberta? Already in business for yourself and looking for advice on how to improve operations? Then you'll probably find it helpful to turn to the Small Business Division of Alberta's Department of Tourism and Small Business. Its specific role is to assist small business throughout Alberta. Counselling representatives are thoroughly familiar with the needs and problems of small business in Alberta, and are ready to respond quickly and helpfully to small business people.

How to get help? Business analysts and business development representatives are located throughout the province and are there to help you. You will find procedures simple and straightforward. Eligibility: Small and medium-sized businesses, individuals wishing to start a business.

*Alberta Tourism and Small Business, Small Business Division, 15th Floor, Capitol Square Building, 10065 Jasper Avenue, Edmonton, Alberta T5J 0H4. Phone: (403) 427-3685.*

### Aircraft (Canadian) - Multiple Ownership

Transport Canada provides information for co-owners or prospective co-owners of Canadian registered aircraft. Eligibility: Persons interested in joint ownership of an aircraft.

*Transport Canada, Canadian Air Transportation Administration, Civic Aeronautics Directorate, Aircraft Licensing and Register Section, Transport Canada Building, Ottawa, Ontario K1A 0N5. Phone: (613) 995-9968. Western Regional Headquarters: 9820 - 107 Street, Edmonton, Alberta T5K 1G3. Phone: (403) 420-3815.*

### Aircraft Licensing

Information on the importance and subsequent licensing of aircraft in Canada is available from the Canadian Air Transportation Administration, Aircraft Licensing and Register Section. Eligibility: Owners and importers of aircraft.

*Transport Canada, Canadian Air Transportation Administration, Aircraft Licensing and Register Section, Transport Canada Building, Ottawa, Ontario KIA 0N5. Western Regional office: 9820 - 107 Street, Edmonton, Alberta T5K IG3. Phone: (403) 420-3869.*

### Aircraft Registration - Export, Import, Ferry, Permits

Information is available concerning aircraft registration permits (as well as export, import and ferry permits), procedures governing certification of aircraft in Canada, ultralight aircraft registrations and operating restrictions. Eligibility: Owners, importers and exporters of aircraft.

*Transport Canada, Canadian Air Transportation Administration, Aircraft Licensing and Register Section, Transport Canada Building, Ottawa, Ontario KIA 0N5. Phone: (613) 996-1473 or Regional Office: 9820 - 107 Street, Edmonton, Alberta T5K IG3. Phone: (403) 420-3869. For Aircraft Airworthiness Certification: Transport Canada, 9820 - 107 Street, Edmonton, Alberta T5K IG3. Phone: (403) 420-3855.*

### Flight Safety Standards

Transport Canada sets guidelines for sponsors of special aviation events, and standards and recommended practices for flight safety of the public. Eligibility: Any party wishing to sponsor special aviation events, pilots.

*Transport Canada, Canadian Air Transportation Administration, Civic Aeronautics Directorate, Aircraft Licensing and Register Section, Transport Canada Building, Ottawa, Ontario KIA 0N5. Phone: (613) 992-3712.*

### Alberta Bureau of Statistics

The Alberta Bureau of Statistics is responsible for providing statistical information on economic and social conditions in the province. It collects, compiles, analyzes and publishes information on business, labour, economics, industry, government administration, and other key areas. Eligibility: Public, business.

*Alberta Bureau of Statistics, Information Services, 7th Floor Sir Frederick Haultain Building, 9811 - 109 Street, Edmonton, Alberta T5K 0C8. Phone: (403) 427-3058.*

### Payments - Cheque Inquiries

Millions of cheques are prepared annually to pay government suppliers. A supporting telephone service, which investigates payment inquiries, handles more than 30 inquiries every day. In one year, cheques were issued to approximately 78,000 different suppliers. Eligibility: Business.

*Disbursement Control Division, Alberta Treasury, Room 575, Terrace Building, 9515 - 107 Street, Edmonton, Alberta T5K 2C3. Phone: (403) 427-4656.*

### Rural Electric Program

Provides technical and administrative services to rural electrification associations and isolated communities.

Utilities and Telecommunications provides rural utilities loans and loan guarantees to Rural Electrification Associations incorporated under The Cooperative Associations Act to supply electric service to farm members. Eligibility: Rural and electrification associations and isolated communities.

*Utilities and Telecommunications, Rural Electric Branch, Westcor Building, 12323 Stony Plain Road, Edmonton, Alberta T5N 3Y9. Phone: (403) 420-8444.*

### Rural Gas Program

Provides grants to distributors, engineering and technical advisory services for design and field construction of natural gas distribution systems, optional retail billing services, and accounting and management services for rural gas distributors and cooperatives. Also authorizes testing of natural gas wells for supply to distributors and negotiates for the purchase/sale of natural gas from suppliers to rural distributors. The Alberta Natural Gas Price Protection Plan and Remote Area Heating Allowance are administered by this department. Eligibility: Related industries.

*Utilities and Telecommunications, General Inquiries, Westcor Building, 12323 Stony Plain Road, Edmonton, Alberta T5N 3Y9. Phone: (403) 427-3021.*

### Alberta Government Telephones

Serves well over one million telephones in Alberta, including about 500,000 residential, 135,000 business and almost 400,000 extension telephones excluding the City of Edmonton which is served by Edmonton Telephones. A new data service called ALTANET provides small businesses access to low-cost data communications facilities between the following locations: Calgary and Medicine Hat, Lethbridge and Medicine Hat, Edmonton and Grande Prairie and Edmonton and Fort McMurray. AGT provides mobile communications, and is expanding their Aurora cellular service throughout the province. AGT also provides teleconferencing, remote call forwarding, 800-Watts service, electronic business telephone systems, digital microwave radio channels, fibre optics, cable digital transmission systems, and is expanding and refining existing services ranging from regular phone service in isolated northern communities to page-call services to the borders of the province. Eligibility: Business and public.

*Alberta Government Telephones, 10020 - 100 Street, Edmonton, Alberta T5J 0N5. Phone: (403) 427-2110.*

# MANAGEMENT SERVICES

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**Banff School of Advanced Management**

Advanced Management Program: A six-week residential senior executive development program for experienced managers in the public and private sector sponsored by the universities of Alberta, B.C., Manitoba, and Saskatchewan, in association with the Banff Centre for Continuing Education. The course comprises four subjects in three major areas:

1. Management of Human Resources: human behaviour, organization design, and union management relations; 2. Management Technology: decision-making and information systems, financial control, and managerial finance, and operations management; 3. Economic Environment: Canadian economy, international business, business law, and business taxation; 4. Public processes: marketing planning and policy, business government relations, business policy and strategy.

*Banff School of Advanced Management, P.O. Box 1020, Banff, Alberta T0L 0C0. Phone: (403) 762-4014.*

**Management Training**

To help owners and managers of small Canadian businesses improve their management skills, the Federal Business Development Bank conducts management training seminars in towns and cities throughout Canada. Full and half day sessions cover subjects such as marketing, financial analysis, taxation, personnel administration and other topics. Eligibility: Owners and managers of small businesses.

*Federal Business Development Bank, 606 Principal Plaza, 10303 Jasper Avenue, Edmonton, Alberta T5J 3N6. Phone: (403) 428-4911.*

**Management Advisory Institute Program**

Provides service into management problems and offers consultative services not available through the consulting industry. Participates in educational/business groups whose purpose is to help small business. Assists graduate and undergraduate students endeavouring to interact with the business community. Provides Student/Business Interface (S.B.I.) Program whereby students enrolled in small business management courses work as consultants to participating businesses. Will speak to service clubs, associations, businessmen, consultants and students about the resources of the Institute and the University. Eligibility: Industry and business.

*Management Advisory Institute, University of Alberta, Edmonton, Alberta T6G 2G1. Phone: (403) 432-2225.*

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### Canada Employment Centre

Assists in finding employees, training or retraining workers, developing manpower adjustment programs to cope with industries and technological change. Provides labour market information - demand and supply of specific skills, industrial occupational trends, regional and national economic reports. Eligibility: Employees and employers.

*Contact your local Canada Employment Centres.*

### Manpower Consultative Service

Assists management and labour to plan adjustments to technological and other changes, such as mass layoffs and plant expansions, through technical advice, professional guidance and financial incentives. The program operates through a joint consultation committee consisting of equal representation from management and affected workers, chaired by an outside person. It will be of interest to any business undergoing change.

*Contact your local Canada Employment Centre.*

### Canada Works

The Canada Works program is a direct job creation initiative which is intended to provide a means of counter-cyclical stabilization in the labour market. Canada Works is intended to create incremental productive employment opportunities for workers without employment in a time of cyclical downturn in activities that support economic recovery and a development of social and community infrastructure. The program supports a variety of projects from 6 to 52 weeks in length, creating a minimum of 3 full time jobs and carrying out activities which are above and beyond those presently being carried out by the employer. The Canada Works program will contribute to the expansion and improvement of the capacity of various sectors in the economy to produce goods and services. These goals will be accomplished in large part through a funding partnership between Canada Works and Sponsors/Employers, thereby expanding the ability of the federal government to provide assistance with economic recovery.

*Contact your local Canada Employment Centre.*

### Employers - Inventory of Job Seekers

Job placement and employment counselling services are offered by Canada Employment Centres across the country to help employers find suitable workers and to help workers find jobs. Eligibility: Those seeking employees or employment.

*Employment and Immigration Canada, or your nearest Canada Employment Centre.*

### Foreign Worker Recruitment Program

Assists Canadian employers to recruit foreign workers in order to fulfill a particular manpower demand which the Canadian labour force cannot satisfy. Employers who are considering hiring foreign workers should proceed only after consulting staff at their Canada Employment Centre concerning Canadian and foreign regulations. Eligibility: Employers who have made all research efforts to fill a specific job from the Canadian labour force and who will adopt methods of training Canadians for the future.

*Contact your local Canada Employment Centre.*

### Job Corps

This is a project-based program for agencies, organizations, businesses and community groups which can sponsor employment preparation programs for severely employment-disadvantaged individuals. The emphasis is on employment preparation courses or programs, provision of real on-the-job work experiences, and placement and follow-up on actual employment. Each project will generate its individual program for a series of different participants through their operational year.

*Contact your local Canada Employment Centre.*

### Local Employment Assistance and Development Program (LEAD)

The LEAD program is designed to increase the number of permanent jobs in areas of chronically high unemployment. There are three program components which may fit a particular area's chronic unemployment problem. Infrastructure projects may be operated by municipalities or incorporated groups for the provision of a physical infrastructure leading to permanent job creation. Enterprise projects are small businesses requiring assistance for the achievement of viability. Sponsors must be community-based organizations. LEAD corporations are non-profit, broadly-based community corporations which offer financial assistance to small businesses. All LEAD program components must be part of our overall community economic development plan. The program is applicable in centres of less than 50,000 population.

*Contact your local Canada Employment Centre.*

### National Job Bank

A computerized job information exchange which provides information on job openings throughout Canada and gives employers' job orders nation-wide exposure if qualified workers are not available locally. Eligibility: Employers and skilled workers seeking employment.

*Contact your local Canada Employment Centre.*

### Unemployment Insurance Appeals

Claimants and employers have the right to appeal to a federally appointed independent body any decision by the commission on claims for unemployment insurance. Eligibility: Employers, general public.

*Contact your local Canada Employment Centre.*

### Work Sharing Program

This program aims to prevent temporary layoffs while helping businesses and industries maintain skilled workers and return to normal operations quickly when conditions improve. A 20 to 60 per cent cutback in operations, with an equal amount of anticipated layoffs, are required to apply. This program will be of interest to small businesses in operation more than two years which employ more than two people.

*Contact your local Canada Employment Centre.*

### Indian and Inuit Occupational Training

Occupational training is provided to supplement and complement Canada Employment and Immigration Commission programs when necessary to assist Indian and Inuit peoples to improve their employability and increase their self-sufficiency. Eligibility: Indians, Inuit, businesses wishing to employ these people.

*Indian Affairs and Northern Development Canada, Education Branch, Terrasses de la Chaudiere, 10 Wellington St., North Tower, Ottawa, Ontario KIA 0H4. Phone: (819) 994-3248. Regional office: Room 305, 9942 - 108 Street, Edmonton, Alberta T5K 2J5. Phone: (403) 420-2835.*

### Indian and Inuit - Training on the Job

The Department of Indian and Northern Affairs assists Indian and Inuit workers in obtaining work skills and experience on the job by entering into training contracts with employers in the private or public sectors. Eligibility: Indians, Inuit, businesses wishing to employ these people.

*Indian Affairs and Northern Development Canada, Economic and Employment Development Branch, Terrasses de la Chaudiere, 10 Wellington St., North Tower, Ottawa, Ontario KIA 0H4. Phone: (819) 994-3248. Regional office: Room 305, 9942 - 108 Street, Edmonton, Alberta T5K 2J5. Phone: (403) 420-2835.*

### Labour Canada (LAB)

The department is responsible for the presentation and resolution of labour-management disputes in industries governed by the Canada Labour Code Part V. It provides advisory and consultative services on occupational safety and health systems. It analyzes and interprets Canadian labour legislation and promotes good union-management relations. Films on industrial relations are available through National Film Board offices. It maintains an extensive lending library (mainly on labour relations) available to business and industry. The department also publishes "The Collective Bargaining Review" which gives information on wages, fringe benefits and other provisions of collective agreements. Eligibility: Employees, unions and interested parties.

*Labour Canada, 2 Place du Portage, Hull, Quebec KIA 0J2. Phone: (613) 997-2617, or Alberta District Office, 10225 - 100 Ave., Edmonton, Alberta T5J 0A1. Phone: (403) 420-2993.*

### Arbitration

The Department of Labour appoints arbitrators and adjudicators in grievance disputes and maintains an arbitral award indexing and retrieval system for the public. Eligibility: Most businesses and industries.

*Labour Canada, 2 Place du Portage, Ottawa, Ontario KIA 0J2. Phone: (819) 997-2617, or contact the Labour Canada office nearest you.*

### Employment Conditions

The Department of Labour is responsible for the enforcement of standards governing conditions of work including minimum wage, maternity leave, bereavement leave and paid holidays, and provides advice regarding compliance in enterprises subject to the Canada Labour Code, Part III. Eligibility: All employers.

*Labour Canada, 2 Place du Portage, Ottawa, Ontario KIA 0J2. Phone: (819) 997-2617, or contact the Labour Canada Office nearest you.*

### Federal Mediation and Conciliation Service

Responsible for the prevention and resolution of labour-management disputes in industries governed by the Canada Labour Code Part V. The Mediation and Conciliation Branch provides third party assistance in collective bargaining disputes through the appointment of conciliation officers, conciliation commissioners or boards, mediators and industrial inquiry commissions. The Arbitration Services Branch provides arbitrators, and arbitration board chairmen to deal with grievance disputes arising during the term of a collective agreement. It also provides preventive mediation and advisory services to improve labour relations and to facilitate collective bargaining. The Service has offices in St. John's, Newfoundland; Halifax, Nova Scotia; Montreal, Quebec; Toronto, Ontario; Winnipeg, Manitoba; and Vancouver, British Columbia. Eligibility: Employers and unions.

*Federal Mediation and Conciliation Service, Labour Canada, Ottawa, Ontario KIA 0J2. Phone: (819) 997-2617.*

### Labour Canada Publications

Regular publications include: Labour Standards in Canada, Legislative Review, Directory of Occupational Safety and Health Legislation, Working Conditions in Canadian Industry and a variety dealing with collective agreements, compensation, etc. Eligibility: The public.

*Labour Canada, Labour Canada Publications, Place du Portage, Ottawa, Ontario KIA 0J2. Phone: (819) 997-2617.*

### Labour Data Branch

Collects, processes and distributes national labour-related data for the purposes of assisting those involved in pay determination, collective bargaining and industrial relations policy formulation and research. Data is regularly provided on occupational wages and salaries, working conditions, collective agreements, settlements and provisions, and strikes and lockouts. Eligibility: The public.

*Labour Canada, Labour Data Branch, Place du Portage, Ottawa, Ontario KIA 0J2. Phone: (819) 997-3117.*

### Library and Legislative Analysis Branch

Provides a departmental and national information service in the fields of labour affairs and labour legislation in order to improve access to knowledge and enable more informed decision making. The library has a collection numbering more than 100,000 volumes covering all aspects of industrial relations. The Legislative Analysis Unit undertakes research into labour laws and related administrative practices in all jurisdictions in Canada. Eligibility: The public.

*Labour Canada, Library and Legislative Analysis Branch, Place du Portage, Ottawa, Ontario KIA 0J2. Phone: (819) 997-3540.*

### Organized Labour Data

Policy and research data are available for public use on collective agreement expiry dates, strikes, lockouts, wage rates and working conditions in Canada. Eligibility: All parties needing this information.

*Labour Canada, Organized Labour Data, Place du Portage, Ottawa, Ontario KIA 0J2. Phone: (819) 997-3117.*

### Quality of Working Life Program

Disseminates information to unions, employers and other interested people regarding the restructuring of organizations and jobs to increase the job satisfaction of workers, and by so doing to improve organizational effectiveness. Also provides grants to support conferences and workshops for research, the publication of research reports, and related purposes. Eligibility: Unions, employers and interested persons.

*Labour Canada, Place du Portage, Ottawa, Ontario KIA 0J2. Phone: (819) 997-2617.*

### Research - Conditions of Work

Employer/employee collaboration and participation regarding working conditions, employment relations and quality of working life are encouraged through provision of information and funding for conferences, seminars, workshops and experiments. Eligibility: Employers, employees.

*Labour Canada, 2 Place du Portage, Ottawa, Ontario KIA 0J2. Phone: (819) 997-2617.*

### Safety and Health Standards

The Department of Labour is responsible for the enforcement of occupational safety and health standards (including accident prevention education) in enterprises subject to the Canada Labour Code, Part IV. Eligibility: All employers and employees.

*Labour Canada, 2 Place du Portage, Ottawa, Ontario KIA 0J2. Phone: (819) 997-2617.*

### Labour

Alberta Labour is concerned with the prevention and resolution of disputes between employers and unions, the development of positive relations between employers and employees, the administration of private pension plans, public safety (through the General Safety Services Division which is comprised of Boilers and Pressure Vessels, Building Standards, Electrical Protection, Elevators and Fixed Conveyances, Fire Prevention and Plumbing and Gas Safety Services), research and education and the enforcement of Alberta's human rights legislation. These activities are of major importance to business in Alberta. Eligibility: Public.

*Contact your nearest Alberta Labour office.*

### Boilers and Pressure Vessels

Duties include review and acceptance of designs and quality control systems; inspections of boilers and pressure vessels; monitoring of inspection and testing programs for pressure piping systems; and certification of pressure welders, and power plant operating personnel. Accidents involving pressure equipment are investigated and safety awareness is promoted through seminars, meetings and conferences. Eligibility: Business.

*Alberta Labour, Boilers and Pressure Vessels Branch, 6th Floor, IBM Bldg., 10808 - 99 Avenue, Edmonton, Alberta T5K OG5. Phone: (403) 427-6855. Regional offices in Calgary, Edmonton, Grande Prairie, Lethbridge, St. Paul, Medicine Hat, Red Deer, and Fort McMurray.*

### Electrical Protection

Provides safety standards and controls to reduce the hazards associated with electrical installations ranging from the wiring in your home to the complex systems of industrial facilities. Programs include inspection, certification, permits, testing and certification of equipment, safety standards and regulations, accident investigation, and safety awareness campaigns. Eligibility: Business.

*Alberta Labour, Electrical Protection Branch, 8th Floor, 10808 - 99 Avenue, Edmonton, Alberta T5K OG5. Phone: (403) 427-8260. Regional offices in Calgary, Camrose, Drumheller, Edmonton, Edson, Fort McMurray, Grande Prairie, Lethbridge, Medicine Hat, Peace River, Red Deer, Vermilion.*

### Elevators and Fixed Conveyances

Includes elevators and escalators, ski tows, chairlifts, aerial tramways, dumbwaiters, midway rides, elevating devices for the handicapped and personnel hoists. This type of equipment must meet strict standards and is periodically inspected and tested. Programs include review of plans and specifications, accident investigation, development of standards and regulations. Eligibility: Business.

*Alberta Labour, Elevators and Fixed Conveyances Branch, 7th Floor, 10808 - 99 Avenue, Edmonton, Alberta T5K 0G5. Phone: (403) 427-5384. Eligibility: Business.*

### Employment Standards

Ensures that employees and employers are aware of standards established for hours of work, minimum wages, overtime, vacation pay, general holiday pay, notice of termination, maternity leave, adolescents and young persons, and other terms of employment. Eligibility: All employers and employees.

*Alberta Labour, Employment Standards Branch, 4th Floor, 10339 - 124 Street, Edmonton, Alberta Phone: (403) 427-3731.*

### Fire Prevention

Assists municipalities in developing fire prevention and fire fighting capabilities. Programs include training of fire fighters, fire prevention inspections, enforcement of fire safety laws, investigation, arson prosecutions, inspection of lightning rod installations, and fire safety awareness campaigns. Eligibility: Business, general public.

*Alberta Labour, Fire Prevention Branch, 7th Floor 10808 - 99 Avenue, Edmonton, Alberta T5K 0G5. Phone: (403) 427-8392. Regional offices in Calgary, Edmonton, Grande Prairie, Lethbridge, Peace River, Red Deer, St. Paul.*

### Gas Inspection

Develops and monitors safety standards and installation procedures which allow the use of natural gas and propane with maximum safety. Programs include issuing permits for all gas installations, certifying gasfitters, inspection and testing industrial equipment and gas appliances, inspection of propane and natural gas motor vehicle conversions and refuelling systems, accident investigations, and safety seminars. Eligibility: Business.

*Alberta Labour, Gas Protection Branch, 8th Floor 10808 - 99 Avenue, Edmonton, Alberta T5K 0G5. Phone: (403) 427-8256. Regional offices in Calgary, Camrose, Drumheller, Edson, Edmonton, Grande Prairie, Lethbridge, Medicine Hat, Peace River, Red Deer, Vermilion.*

### Labour Relations Board

Charged with the responsibility of regulating the relationship between employers, employees and trade unions under authority of the Labour Relations Act. Grants and revokes bargaining rights of trade union and employer organizations, rules on alleged unfair labour practices, illegal strikes or lock-outs. Eligibility: Business.

*Alberta Labour, Relations Board, 5th Floor, 10808 - 99 Avenue, Edmonton, Alberta T5K 0G5. Phone: (403) 427-8547; 3rd Floor, Deerfoot Junction, Tower 3, 1212 - 31 St. N.E., Calgary, Alberta T2E 7S8. Phone: (403) 297-4332.*

### Labour Research

Provides research information and consultation to Alberta Labour as well as labour relations information to other departments and to the private sector. Eligibility: Business.

*Alberta Labour, Labour Research Services, 5th Floor 10808 - 99 Avenue, Edmonton, Alberta T5K 0G5. Phone: (403) 427-8531.*

### Mediation

The Labour Division provides mediation service to the organized sector of the Alberta Labour force. In addition to acting as a neutral in collective bargaining disputes, it also appoints arbitrators in matters of grievance arbitration. The Labour Division also, through its Mediation Services, endeavours to promote harmony in the relations between labour and management in Alberta by encouraging, in cooperation with labour and management, the establishment of provincial advisory bodies in various sectors to provide a forum for the discussion of industrial relations issues. It also develops and implements, in cooperation with labour and management, remedial programs, promotes a harmonious labour relationship and alleviates conflict situations that may arise in a single industry or enterprise. Eligibility: Business.

*Alberta Labour, Mediation Services, 9th Floor, 10808 - 99 Avenue, Edmonton, Alberta T5K 0G5. Phone: (403) 427-8301.*

### Pension Benefits

Every pension plan covering employees in Alberta must comply with the Pension Benefits Act. Its main provisions deal with vesting, funding, investment and explanation to employees. The branch also provides assistance to employees, employers, insurance and trust companies, consultants and trustees on various pension problems. Eligibility: Business.

*Alberta Labour, Pension Benefits Branch, Room 406, 10808 - 99 Avenue, Edmonton, Alberta T5K 0G5. Phone: (403) 427-8322.*

### Plumbing Inspection

Programs are designed to promote safe and effective systems to enhance the health and general well-being of people in this province. Among its programs are inspection of plumbing and private sewage installations, issuing permits, quality control of materials, review of plans for land subdivision, enforcement of regulations, accident investigation, education programs for tradesmen and the general public, examination and certification of private sewage disposal system, and water and sewer service installers. Eligibility: Business, general public.

*Alberta Labour, Plumbing and Gas Safety Services Branch, 8th Floor 10808 - 99 Avenue, Edmonton, Alberta T5K 0G5. Phone: (403) 427-3669. Regional offices in Calgary, Edmonton, Lethbridge, Red Deer, Vermilion, Camrose, Peace River, Drumheller, Medicine Hat, Grande Prairie, St. Paul, Edson.*

### Apprenticeship and Trade Certification Division

Apprenticeship: Provides for indenturing and training of apprentices in 46 trades. To be eligibile, candidates must be employed in the trade under the supervision of a journeyman. Certification: Provides journeymen certification in 46 trades to completing apprentices and candidates qualifying by examination. Also provides journeymen certification in three trades by examination only.

*Apprenticeship and Trade Certification Division, Alberta Manpower, 21st Floor, Park Square, 10001 Bellamy Hill, Edmonton, Alberta T5J 3W5. Phone: (403) 427-8765. Regional offices in Edmonton, Calgary, Fort McMurray, Grande Prairie, Hinton, Lethbridge, Medicine Hat, Peace River, Red Deer and Vermilion.*

### Career Development

Assists Albertans in improving the pattern and quality of career transitions between school, training, work and retirement. This service includes career counselling, career resources, and special manpower programs. Eligibility: Business.

*Alberta Career Centre, Alberta Manpower, 16th Floor, Park Square, 10001 Bellamy Hill, Edmonton, Alberta. Phone: (403) 427-3663. Alberta Career Centres in Calgary, Edmonton, Fort McMurray, Grande Prairie, Hinton, Lethbridge, Medicine Hat, Peace River, Pincher Creek, Red Deer, St. Paul.*

### Employment Development

Includes the Manpower Planning Services Branch, the Manpower Training Branch and the Manpower Mobility Branch. This division of Alberta Manpower works to identify manpower gaps and needs and ensure the availability of qualified staff.

*Alberta Manpower, Park Square, 20th Floor, 10001 Bellamy Hill, Edmonton, Albeta T5J 3W5. Phone: (403) 427-4630. Parkside Building, 10924 - 119 Street, Edmonton, Alberta T5H 3P5. Phone: (403) 427-8517. 3rd Floor, 1015 Centre St. N., Calgary, Alberta T2E 2P8. Phone: (403) 297-6247. 402 Professional Building, 7490 - 4 Avenue S., Lethbridge, Alberta T1J 0N9. Phone: (403) 329-5419. Provincial Building, 10320 - 99 Street, Grande Prairie, Alberta T8V 6J4. Phone: (403) 539-2431. Provincial Building, P.O. Box 1238, St. Paul, Alberta T0A 3A0. Phone: (403) 645-6206. 3rd Floor West, Provincial Building, 4920 - 51 Street, Red Deer, Alberta T4N 6K8. Phone: (403) 343-5366.*

### Job Identification Branch

Assists employers in identifying their future manpower requirements and developing a manpower plan; refers employers to other Government branches and departments for the provision of training, recruitment, financial marketing and other assistance; provides manpower information for specific industries; and identifies significant industrial manpower developments, assisting both employers and employees where possible. Eligibility: Alberta employers.

*Alberta Manpower, Job Identification Branch, Parkside Office Building, 10924 - 119 Street, Edmonton, Alberta T5H 3P5. Phone: (403) 427-8546. Offices in Calgary, Grande Prairie, Lethbridge and Red Deer.*

### Manpower Mobility

Coordinates the entrepreneurial recruitment program providing business and immigration advisory services to prospective entrepreneurial immigrants; assists Alberta employers, when necessary, in obtaining skilled manpower unavailable in Alberta through identifying source areas, planning and mounting recruitment programs, coordinating advertising campaigns, providing interview facilities and providing liaison with Canada Employment and Immigration offices; and provides information services on immigration and migration related matters.

*Alberta Manpower, Park Square, 20th Floor, 10001 Bellamy Hill, Edmonton, Alberta T5J 3W5. Phone: (403) 427-4630. Parkside Building, 10924 - 119 Street, Edmonton, Alberta T5H 3P5. Phone: (403) 427-6517. 3rd Floor 1015 Centre St. N., Calgary, Alberta T2E 2P8. Phone: (403) 297-6247. 402 Professional Building, 740 - 4 Avenue S., Lethbridge, Alberta T1J 0N9. Phone: (403) 329-5419. Provincial Building, 10320 - 99 Street, Grande Prairie, Alberta T8V 6J4. Phone: (403) 539-2431. Provincial Building, P.O. Box 1238, St. Paul, Alberta T0A 3A0. Phone: (403) 645-6206. 3rd Floor West, Provincial Building, 4920 - 51 Street, Red Deer, Alberta T4N 6K8. Phone: (403) 343-5366.*

### Manpower Planning Services

Assists employers in identifying their future manpower requirements and developing a manpower plan; refers employers to other Government branches and departments for the provision of training, recruitment, financial marketing and other assistance; provides manpower information for specific industries; and identifies significant industrial manpower development. Eligibility: Both employers and employees where possible.

*Manpower Planning Services Branch, Alberta Manpower, Park Square, 20th Floor 10001 Bellamy Hill, Edmonton, Alberta T5J 3S5. Phone: (403) 427-4630. Regional offices in Calgary, Lethbridge, Grande Prairie, St. Paul and Red Deer.*

### Manpower Training

Provides a consultative service and financial service to employers for developing manpower training plans/programs, and reviews, monitors and evaluates the delivery of the plans/programs in the province to ensure their effective application is meeting the skill requirements of industry and the employment needs of Albertans. Eligibility: Alberta employers.

*Alberta Manpower, Parkside Office Building, 10924 - 119 Street, Edmonton, Alberta T5H 3P5. Phone: (403) 427-8517. 3rd Floor 1015 Centre Street North, Calgary, Alberta T2E 2P8. Phone: (403) 297-6247. Provincial Building, 10320 - 99 Street, Grande Prairie, Alberta T8V 6J4. Phone: (403) 538-5431. 402 Professional Building, 740 - 4th Avenue South, Lethbridge, Alberta T1J 0N9. Phone: (403) 329-5419. 4920 - 51 Street, Red Deer, Alberta T4N 6K8. Phone: (403) 340-5366. Provincial Building, Box 11, St. Paul, Alberta T0A 3A0. Phone: (403) 645-6206.*

### Canadian Centre for Occupational Health and Safety

The act which created the Canadian Centre for Occupational Health and Safety was proclaimed on October 1, 1978. This Centre was established in order to promote the fundamental rights of Canadians to a healthy and safe working environment.

The functions of the Centre include an information and advisory service in occupational health and safety; the preparation of authoritative analyses and reviews of selected topics in occupational health and safety; the development of an internationally significant paper electronic, microform stock of information specialized to Canadian needs in occupational health and safety; the development of a collection of occupational health and safety data bases reflective of user needs in Canada; the provision of access to these for the occupational health and safety organizations and communities through an electronic network; and maintaining contact with other national and international organizations. The Centre provides its services in both official languages.

The Canadian Centre for Occupational Health and Safety is an autonomous body, reporting to Parliament through the Minister of Labour and governed by a Council of Governors representing federal, provincial and territorial governments, labour and employers.

*Canadian Centre for Occupational Health and Safety, 250 Main Street East, Hamilton, Ontario L8N 1H6. Phone: (416) 523-2981.*

### Career Assignment Program

Provides participating organizations with a means of assessing the potential of candidates to perform at senior management and executive levels and enables those selected to realize this potential through counselling, a nine-week management course and planned work assignments. As of 1984, the program established, on a pilot basis, a regional operation based in Edmonton, Alberta which will provide the full range of CAP services in Western Canada. Eligibility: Public Service and private sector middle managers and scientific and professional personnel with executive potential.

*Career Assignment Program, Management Category Programs Branch, Public Service Commission, Ottawa, Ontario K1A 0M7. Phone: (613) 996-5010; Western Career Assignment Program, Public Service Commission of Canada, 9707 - 110 Street, Edmonton, Alberta T5K 2L9. Phone: (403) 420-3132.*

### Security Guards and Private Investigators

This office provides for the licensing and regulation of all private investigation and security guard agencies in the province. Eligibility: Security guards, private investigators, those seeking licensing in these fields.

*Security Guards and Private Investigators Administration, Alberta Solicitor General, Law Enforcement Division, 7th Floor Melton Building, 10310 Jasper Avenue, Edmonton, Alberta T5J 2W4. Phone: (403) 427-3457.*

### Workers' Compensation Board of Alberta

Intended to protect and assist workers who suffer injury or disablement due to work-related accidents or fall ill from work-related diseases. In return for paying assessments, employers are also protected against legal action by workers who are injured or contract industrial diseases during the course of employment. Prompt adjudication of claims for compensation replaces the delays, uncertainties and expense of legal action through the courts. Employers are required to pay the full costs of compensation on a collective responsibility basis. Assessments are based on the annual assessable payroll at a rate established in the industry involved. It is important that employers keep a record of accidents, injuries and any first aid treatment provided. Claims must be reported as promptly as possible. Eligibility: Business and public.

*Workers' Compensation Board, 9912 - 107 Street, Edmonton, Alberta T5J 2S5. Phone: (403) 427-1100.*

# EDUCATION SERVICES

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**Education**

Elementary and secondary schools are operated by local school authorities under the general supervision of the Department of Education. Contracts for business are usually handled by each school authority autonomously. For listings of school jurisdiction, call or write to the Communications Branch at the address listed. Eligibility: public.

*Department of Education, 594 West Tower, Devonian Building, 11160 Jasper Avenue, Edmonton, Alberta T5K 0L2. Phone: (403) 427-2286.*

# HEALTH AND SOCIAL SERVICES

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### Drug Information Series

The Information Series contains five lectures, each 1½ hours in length, about mood-altering drugs. The Series is designed to encourage participation in the discussion of how misuse of mood-altering drugs can affect emotional health, relationships, vocational functioning, leisure functioning and physical health. Emphasis is placed on encouraging the participants to use the material presented through participation during the sessions, provision of information regarding available resources, and practical steps to change that can be used both during and after the Information Series. Eligibility: Business and public.

*Alberta Alcoholism and Drug Abuse Commission, 9929 - 103 Street, Edmonton, Alberta T5K 0V1. Phone: (403) 427-2736.*

### Occupational Alcoholism Program

Trains employers, managers, supervisors, etc., to confront employees whose alcoholism is harming their job efficiency; helps management develop a policy regarding alcoholism; and provides referral services. Encourages management-union cooperation and also provides training for union personnel. Eligibility: Interested businesses.

*Alberta Alcoholism and Drug Abuse Commission, Suite 803, 10109 - 106 Street, Edmonton, Alberta T5J 3L7. Phone: (403) 421-4267. Offices in Barrhead, Calgary, Camrose, Drayton Valley, Drumheller, Edson, Fort McMurray, Grande Cache, Grande Prairie, High Level, High Prairie, Lethbridge, Medicine Hat, Peace River, Red Deer, St. Paul, and Slave Lake.*

### Industrial Hygiene Laboratory Services

The Laboratory analyzes samples collected in the workplace to identify and quantify chemicals and substances which pose a health hazard to employees. The range of laboratory services include analysis of dusts, asbestos, silica, solvents, vapours, gases, fumes, radioisotopes and the measurement of biological effects of chemical hazards. Worker urine or blood sample analysis is performed to determine the amount of the hazard absorbed by inhalation, ingestion and absorption. Eligibility: Any employer may arrange for laboratory analysis by consulting with the Medical Services Branch (427-6724) or Hygiene Services Branch (427-2687) of the Occupational Health Services Division.

*Alberta Workers' Health Safety and Compensation, Laboratory Services Branch, 2nd Floor, 10858 - 103 Street, Edmonton, Alberta T5J 0X6. Phone: (403) 427-7989.*

### Medical Services

Medical Services Branch encourages the improvement and maintenance of the health of workers. The Branch provides a consulting service in Occupational Medicine, Occupational Health Nursing, Epidemiology and Hearing Conservation Programs. Information on the health effects of workplace chemicals is available through the Medical Toxicological Information Program (MTIP). Eligibility: Business and public.

*Medical Services Branch, Alberta Workers' Health, Safety and Compensation, Head Office, 4th Floor Donsdale Place, 10709 Jasper Avenue, Edmonton, Alberta T5J 3N3. Phone: (403) 427-6724; 9321 - 48 Street, Edmonton, Alberta T6K 2R4. Phone: (403) 427-4796; 2nd Floor, RPW Building, 1021 - 10 Avenue S.W., Calgary, Alberta T2R 0B7. Phone: (403) 297-2188.*

### Occupational Health Services

Aims to prevent work-related ill health and disability and to promote occupational health through the activities of four branches: Occupational Hygiene, Medical Services, Laboratory Services and Radiation Health. Eligibility: Business and public.

*Alberta Workers' Health, Safety and Compensation, Head Office, 9321 - 48 Street, Edmonton, Alberta T5K 2J6. Phone: (403) 427-4792.*

### Occupational Hygiene

Ensures that workers are protected from health hazards associated with their work environment and work practices. Hazards include air contaminants, toxic chemicals, micro-organisms and noise vibration, extremes of temperature and pressure, inadequate ventilation, lighting and sanitation, and improper lifting and body movement.

*Alberta Workers' Health, Safety and Compensation, Head Office: 10709 Jasper Avenue, Edmonton, Alberta T5J 3N3. Phone: (403) 427-2687; 9321 - 48 Street, Edmonton, Alberta T5B 2R4. Phone: (403) 427-4792; 1021 - 10 Ave. S.W., Calgary, Alberta T2R 0B7. Phone: (403) 261-2188.*

### Radiation Health

Through inspection and consultation services, this branch strives to ensure that workers and the general public are not exposed to radiation unnecessarily. Programs include inspection of X-ray equipment in hospitals, medical and dental clinics, chiropractic and veterinary offices; assessment of plans to ensure adequacy of shielding; and the inspection of premises where industrial X-ray equipment, lasers, ultraviolet lights, microwave and radio frequency equipment are used. Eligibility: Business and public.

*Alberta Workers' Health, Safety and Compensation, 4th Floor Donsdale Place, 10709 Jasper Avenue, Edmonton, Alberta T5J 3N3. Phone: (403) 427-2691; 1021 - 10 Avenue S.W., Calgary, Alberta T2R 0B7. Phone: (403) 297-2188.*

### Research and Education

Acquires and disseminates information on occupational health and safety. Communicates with regulatory authorities, employers, workers and the general public in order to promote the division's objectives. Services include training courses, first aid, training assistance, program development assistance, statistics, research, grants program, library and film services, and publications. Eligibility: Business and public.

*Alberta Workers' Health, Safety and Compensation, 5th Floor Donsdale Place, 10709 Jasper Avenue, Edmonton, Alberta T5J 3N3. Phone: (403) 427-8943; 1021 - 10 Avenue S.W., Calgary, Alberta T2R 0B7. Phone: (403) 297-7282; Library, 5th Floor Donsdale Place, 10709 Jasper Avenue, Edmonton, Alberta T5J 3N3. Phone: (403) 427-3530; Edmonton Regional Office, 9321 - 48 Street, Edmonton, Alberta T6B 2R4. Phone: (403) 427-4790.*

### Workers' Health and Safety Division

The Occupational Health and Safety Division works closely with employers, workers and organizations in promoting, establishing and maintaining safe and healthful work environments and work practices.

This division is responsible for the enforcement of the Occupational Health and Safety Act and its regulations, the Coal Mine Safety Act, Quarries Regulation Act, Radiation Protection Act and the Radiological Technicians Act.

The division makes available to Alberta employers a number of basic safety education programs and consultation services on health and safety concerns.

Occupational Health and Safety also maintains one of the most comprehensive occupational health and safety libraries in Canada, which can be accessed by employers.

*Alberta Workers' Health, Safety and Compensation, Occupational Health and Safety Division, Communications, 5th Floor, 10709 Jasper Avenue, Edmonton, Alberta T5J 3N3. Phone: (403) 427-5541.*

### Work Site Services

Ensures that safe and healthy conditions exist at more than 63,000 work sites involving over one million workers in Alberta. Branch activities include inspecting work sites, enforcement of health and safety legislation and regulations, investigation of incidents and legislation development. Eligibility: Business.

*Alberta Workers' Health, Safety and Compensation, 9321 - 48 Street, Edmonton, Alberta T6B 2R4. Phone: (403) 427-8848, 2nd Floor 1021 - 10 Avenue S.W., Calgary, Alberta T2R 0B7. Phone: (403) 297-2222. Regional offices in Fort McMurray, Grande Prairie, Lethbridge, Medicine Hat and Red Deer.*

### Compliance Information Centre

Assists industry in obtaining information on how the Dangerous Goods Control Act may affect their operations. In addition to providing information on the highway mode in Alberta, the Centre is capable of detailing requirements for intermodal shipments (air, rail and marine) as well as interprovincial and international consignments. The Centre is accessible by telephone toll free from any point in Alberta.

*Disaster Services, 10320 - 146 Street, Edmonton, Alberta T5N 3A2. Phone: Zenith 2-2038.*

### Dangerous Goods Control

Regulates the handling, offering for transport, and transporting of dangerous goods by the highway mode throughout the province. The legislation is designed to promote public safety in relation to the movement of dangerous goods. It specifies standards and uniform procedures for classification, packaging, handling and transporting of dangerous goods including the proper utilization of a national system of placards and labels which are required on vehicles and packages containing dangerous goods, as well as documentation which must accompany such consignments. Eligibility: All manufacturers, shippers and carriers of dangerous goods.

*Dangerous Goods Control, Disaster Services, 144, 14315 - 118 Avenue, Edmonton, Alberta T5L 2M3. Phone: (403) 422-1909; Regional inspection offices located in Calgary, Lethbridge, Grande Prairie, Red Deer.*

### Disaster Preparedness Program

Responsible for the development of an overall provincial program of preparedness for, and response to, emergencies and disasters. Disaster Preparedness can assist communities and businesses in the development of emergency preparedness plans. This program also ensures coordination of the Government's response to emergencies and disasters throughout the province. In the event of such occurrences, you should contact the headquarters in Edmonton at 427-2772. A Duty Officer is on call 24-hours every day.

Disaster Services, 10320 - 146 Street, Edmonton, Alberta T5N 3A2. Phone: (403) 427-2772. District offices in Calgary, Lethbridge, Grande Prairie, St. Paul, Camrose and Red Deer.

### Blood Products Testing

The Health Protection Branch is responsible for the testing of quality and safety of blood products. Eligibility: Related businesses and industries, general public.

*Health and Welfare Canada, Health Protection Branch, Ottawa, Ontario K1A 0L2. Phone: (613) 996-7172.*

### Dangerous Drugs Licenses

The Health Protection Branch issues licenses to pharmaceutical companies to manufacture, import, export and distribute supplies of narcotic, controlled and restricted drugs for medical and scientific purposes. Eligibility: Related businesses and industry.

*Health and Welfare Canada, Health Protection Branch, Ottawa, Ontario K1A 0L2. Phone: (613) 996-7172.*

### Disease Immunization - Travellers Abroad

The Medical Services Branch is responsible for quarantine and regulatory services and provides information to prospective travellers on immunization requirements and measures to conserve their health while abroad. Eligibility: Prospective travellers, interested parties.

*Health and Welfare Canada, Medical Services Branch, 401 Toronto Dominion Tower, Edmonton, Alberta T5J 2Z1. Phone: (403) 420-2692, or call your local health unit or the Communicable Disease Unit, Social Services and Community Health.*

### Drugs and Cosmetics Advertising

The Health Protection Branch ensures that drugs and cosmetics are labelled and advertised in compliance with the Food and Drugs Act. Eligibility: Related businesses and industry, general public.

*Health and Welfare Canada, Health Protection Branch, Ottawa, Ontario K1A 0L2. Phone: (613) 996-7172.*

### Drug Research and Inspection of Drug Manufacturers

The Health Protection Branch conducts research to ensure that drugs sold in Canada are safe and effective. It is also responsible for the inspection of drug manufacturing establishments in Canada. Eligibility: Related businesses and industry.

*Health and Welfare Canada, Health Protection Branch, Ottawa, Ontario K1A 0L2. Phone: (613) 996-7172.*

### Food Analysis

The Health Protection Branch analyses food samples for micro-biological quality to detect chemical hazards and to assess nutritional quality. Eligibility: Food processors, interested parties.

*Health and Welfare Canada, Brooke Claxton Building, de la Columbine Blvd., Tunney's Pasture, Ottawa, Ontario K1A 0L2. Phone: (613) 996-7172.*

### Food Processing Inspection

The Health Protection Branch is responsible for the inspection of food processing establishments in Canada. Eligibility: Related businesses and industry, general public.

*Contact the regional Health Protection Branch office nearest you.*

### Design and Construction

Manages the capital construction program, the non-routine maintenance program and equipment purchases to effectively control scope, cost and timing on all projects and establish hospital design guidelines. Eligibility: Business.

*Alberta Hospitals and Medical Care, Design and Construction Branch, Hys Centre, 11010 - 101 Street, Edmonton, Alberta T5J 2P4. Phone: (403) 427-8719.*

### Emergency Services

Responsible to fund, administer and monitor the Emergency Air Ambulance Service and the blood service program, and to develop and coordinate Departmental disaster plans and a provincial ground ambulance program.

*Alberta Hospitals and Medical Care, Emergency Services Branch, P.O. Box 2222, Hys Centre, 11010 - 101 Street, Edmonton, Alberta T5J 2P4. Phone: (403) 427-3292.*

### Alberta Health Care Insurance Plan

Responsible for the effective delivery of provincial health care insurance programs, including registration, enrollment, premium billing, claims and assessment. Also responsible for data processing services, and computer and administrative systems development for the department.

*Claims: Responsible for a system for assessment and payment of claims under the Alberta Health Care Insurance Plan; for reimbursement for insured hospital services obtained outside Alberta; and for providing an information service to health practioners. Eligibility: Business and public. Phone: (403) 427-1487.*

*Registration: Responsible for maintenance of an up-to-date registration list of residents covered under the Alberta Health Care Insurance Plan. It also handles administration of premium billing for basic and optional health services and provides public information services and field assistance to employers and others operating under group plans. Eligibility: Business and public. Phone: (403) 427-1432.*

*Alberta Hospitals and Medical Care, Alberta Health Care Insurance Plan, 118 Avenue and Groat Road, Box 1360, Edmonton, Alberta T5J 2N3. Phone: (403) 427-1400.*

### Institutional Operations

Responsible for managing the financial resources available to all hospitals and nursing homes in the province. Provides consulting assistance on all operations. Eligibility: Business.

*Alberta Hospitals and Medical Care, Institutional Operations Branch, Hys Centre, 11010 - 101 Street, Edmonton, Alberta T5J 2P4. Phone: (403) 427-6080.*

### Program Planning

Responsible for administering the proposal and planning stages of capital and program development in hospitals and nursing homes. Eligibility: Business.

*Alberta Hospitals and Medical Care, Program Planning Branch, Hys Centre, 11010 - 101 Street, Edmonton, Alberta T5J 2P4. Phone: (403) 427-7128.*

### Social Services, Community Health and Vital Statistics

Responsible for the management of programs and institutions designed to promote the physical, mental and social well-being of all Albertans. Includes the Vital Statistics Division which registers all births, marriages and deaths in the province (See Statistics). Eligibility: Public.

*Social Services and Community Health, (General Inquiries), 3rd Floor, Seventh Street Plaza, 10030 - 107 Street, Edmonton, Alberta T5J 3E4. Phone: (403) 427-2734.*

### Community/Government Liaison

The bureau works with various community groups and government departments in an attempt to communicate women's problems and concerns, and to encourage preventive measures. An increasing number of business people in Alberta are recognizing the value of the information that the bureau has published. Among them lawyers, insurance representatives and counsellors are utilizing the full range of publications available, in seminars and as information for their clients. Publications are not available in large quantities; however, organizations can receive large quantities of checklists which outline available publications.

*Alberta Women's Bureau, 19th Floor, Capitol Square, Edmonton, Alberta T5J 3B1. Phone: (403) 427-2470.*

### Alberta Women's Bureau Information

Publications are available from the Bureau on a wide variety of topics which include: Laws for Albertans; A Woman's Rights; How to Prepare a Meaningful Resume; Alberta Labour Legislation of Interest to Women in the Paid Work Force; Establishing a Good Credit Record; Life Insurance and Disability Insurance; The Woman's Point of View; Common-Law Relationships in Alberta; The Illegitimate Child; Ending a Marriage; The Legal Aspects of Separation; Annulment and Divorce; Children: Custody and Access; A Child's Lawyer: Legal Counsel, Children and Divorce; Changing Your Name; Wills and Estates for Albertans; When You're Alone: Helping You Cope With Widowhood; A Guide to Probate Procedure; The Single Parent; and Personal Financial Management. The Bureau also publishes a quarterly newsletter dealing with specific issues relating to women. All publications are available free of charge upon individual request.

*Alberta Women's Bureau, 19th Floor, Capitol Square, Edmonton, Alberta T5J 3B1. Phone: (403) 427-2470.*

# APPENDIX I

## Associations and Societies

Adhesives and Sealants Manufacturers
Association of Canada
8 King Street East, Suite 1505
Toronto, Ontario M5C IB5
Phone: (416) 363-0296

Advertising Standards Council
#302, 1240 Bay Street,
Toronto, Ontario M5R 2A7
In Alberta contact:
Alberta Advertising Standards Council
Box 6630, Station "D"
Calgary, Alberta T2P 2E4
OR
Box 9009, Station "E"
Edmonton, Alberta T2P 2E4

Advisory Committee Men's and Boys' Clothing Industry
#100, 430 King Street West
Toronto, Ontario M5V IL5
Phone: (416) 593-0841

Agricultural Economics Research Council of Canada
#1007, 100 Bronson Avenue
Ottawa, Ontario KIR 6G8

Agricultural Institution of Canada
#907, 151 Slater Street
Ottawa, Ontario KIP 5H4
Phone: (613) 232-9459

Air Industries Association of Canada
#601, 116 Albert Street
Ottawa, Ontario KIP 5G3
Phone: (613) 232-4297

Air Transport Association of Canada
99 Bank Street
Ottawa, Ontario KIP 6B9
Phone: (613) 233-7727

Alberta Association of Agricultural Societies
7000 - 113 Street
Edmonton, Alberta T6H 5T6
Phone: (403) 427-2171

Alberta Association of Landscape Architects
#300, 1117 - Ist St. S.W.,
Calgary, Alberta T2R 0T9

Alberta Aviation Council
220 Terminal Building, Municipal Airport
Edmonton, Alberta T5G 0W6
Phone: (403) 454-7569

Alberta Ballet Company
10645 - 63 Avenue
Edmonton, Alberta T6H IP7
Phone: (403) 438-4350

Alberta Barbers' Association
4618 Bowness Road N.W.
Calgary, Alberta
Phone: (403) 228-3136

Alberta Chamber of Commerce
#800, 10179 - 105 Street
Edmonton, Alberta T5J IE2
Phone: (403) 425-4180

Alberta Chiropractic Association
12536 - 125 Street
Edmonton, Alberta
Phone: (403) 453-2438

Alberta Construction Association
Box 3830, Station D
Edmonton, Alberta T5L 4J8
Phone: (403) 420-0055

Alberta Construction Labor Relations Association
14040 - 128 Avenue
Edmonton, Alberta T5L 4M8
Phone: (403) 451-5155

Alberta Dairymen's Association
14815 - 119 Avenue
Edmonton, Alberta
Phone: (403) 453-5942

Alberta Decorating Council
11113 - 38 Street
Edmonton, Alberta
Phone: (403) 474-4063

Alberta Dental Assistants Association
50 Chinook Drive S.W.
Calgary, Alberta T2V 2P6

Alberta Dental Association
#101, 8230 - 105 Street
Edmonton, Alberta T6E 5H9
Phone: (403) 432-1012

Alberta Forest Products Association
#204, 11710 Kingsway Avenue
Edmonton, Alberta T5G 0X5
Phone: (403) 452-2841

Alberta Forestry Association
10526 Jasper Avenue, 315 Alberta Block
Edmonton, Alberta T5J IZ7
Phone: (403) 428-7582

Alberta Food Processors Association
174, 11830 Kingsway
Edmonton, Alberta
Phone: (403) 453-3587

Alberta Funeral Information Services
5503 - 10 Ave.
Edmonton, Alberta
Phone: (403) 463-5985

Alberta Funeral Service Association
4107 Edgemont Hill N.W.
Calgary, Alberta T3A 2L3

Alberta Hotel Association
#804, 10080 Jasper Avenue
Edmonton, Alberta T5J IV9
Phone: (403) 422-6530

**Alberta Institute of Agrologists**
12415 Stony Plain Road, #1
Edmonton, Alberta T5N 3N3
Phone: (403) 482-5104

**Alberta Insulation Contractors Association**
10215 - 176 Street
Edmonton, Alberta
Phone: (403) 987-5472

**Alberta Interior Systems Contractors Association**
Mr. Francoeur, Secretary Treasurer
c/o Labbie Interiors Ltd.
11508 - 119 Street
Edmonton, Alberta
Phone: (403) 454-6585

**Alberta Land Surveyors Association**
#114, 14315 - 118 Avenue
Edmonton, Alberta T5L 4S6
Phone: (403) 452-7662

**Alberta Masonry Institute**
10712 - 176 Street
Edmonton, Alberta
Phone: (403) 489-1768

**Alberta Medical Association**
#304, 9901 - 108 Street
Edmonton, Alberta T5K IG8
Phone: (403) 423-2295

**Alberta Mortgage Brokers Association**
11630 Kingsway Avenue
Edmonton, Alberta
Phone: (403) 453-2644

**Alberta Motion Picture Industries Association**
345 Birks Building
10113 - 104 Street
Edmonton, Alberta T5J lAl
Phone: (403) 423-0709

**Alberta Museums Association**
P.O. Box 4306, Station C
Calgary, Alberta T2T 5M9

**Alberta and North West Territories**
**Building and Construction Trades Council**
101, 106ll Kingsway
Edmonton, Alberta
Phone: (403) 421-1591

**Alberta Optometric Association**
Professional Centre
#2, 9333 - 50 Street
Edmonton, Alberta T6B 2L5
Phone: (403) 468-1203

**Alberta Pharmaceutical Association**
10615 - 124 Street
Edmonton, Alberta
Phone: (403) 488-8152

**Alberta Potato Growers Association**
R.E. Marbeet, Secretary
220F - 12A Street North
Lethbridge, Alberta TlJ 2Jl
Phone: (403) 438-7018

**Alberta Professional Photographers Association**
c/o Mr. P. Eisenbarth
16136 - 110B Avenue
Edmonton, Alberta T5P 4E6
Phone: (403) 483-4275

**Alberta Ready Mixed Concrete Association**
9333 - 45 Avenue
Edmonton, Alberta
Phone: (403) 436-9898

**Alberta Restaurant and Food Services Association**
#210, 9930 - 106 Street
Edmonton, Alberta T5K lC7
Phone: (403) 426-6263

**Alberta Road Builders' Association**
9333 - 45 Avenue
Edmonton, Alberta T6E 527
Phone: (403) 436-9860

**Alberta Roofing Contractors Association**
E.C. Thomas, Executive Director
2725 - 12 St. N.E.
Calgary, Alberta T2E 7J2

**Alberta Society of Engineering Technologists**
700, 9919 - 105 St.,
Edmonton, Alberta
Phone: (403) 425-0626

**Alberta Trucking Association**
5ll2 - 3 St. S.E..
Calgary, Alberta T2H lX9

**Alberta Water Well Drilling Association**
503 Deermont Court S.E.
Calgary, Alberta

**Alberta Weekly Newspaper Association**
#213, 11 Fairway Drive
Edmonton, Alberta T6J 2W4
Phone: (403) 436-1405

**Alliance of Canadian Travel Association**
#1002, 75 Albert Street
Ottawa, Ontario KlP 5G4

**Allied Beauty Association**
Box 42, #2 Sheppard Avenue East
Willowdale, Ontario M2N 5Y7

**Allied Boating Association of Canada**
#210, 4800 Dundas Street West
Islington, Ontario M9A lBl

**Apparel Manufacturers Association of Ontario**
#100, 430 King Street West
Toronto, Ontario M5V lL5
Phone: (416) 593-9646

**Architectural Aluminum Association of Canada**
#702, 15 Toronto Street
Toronto, Ontario M5C 2W3
Phone: (416) 364-1223

**Architectural Metal Association**
#512, 55 York Street
Toronto, Ontario M5J lS2

Architectural Woodwork Manufacturers Association
of Canada
4299 Canada Way #242
Burnaby, B.C. V5G IH3

Arctic Petroleum Operators Association
c/o Dr. Gordon Jones
#1902, 727 - 6th Avenue S.W.
Calgary, Alberta T2P 0VI
Phone: (403) 265-1161

Association of Canadian Advertisers Inc.
180 Bloor Street West, Suite 1010
Toronto, Ontario M5S 2V6
Phone: (416) 964-3805

Association of Canadian Biscuit Manufacturers
#101, 1185 Eglinton Avenue East
Don Mills, Ontario M3C 3C6

Association of Canadian Distillers
#506, 350 Sparks Street
Ottawa, Ontario KIR 7S8

Association of Canadian Financial Corporations
115 Danforth Avenue
Toronto, Ontario M4K IN2

Association of Canadian Franchisers
44 Laird Drive,
Toronto, Ontario M4K 3T2

Association of Canadian Industrial Designers
c/o Humber College
205 Humber College Blvd.
Rexdale, Ontario M9W 5L7
Phone: (416) 675-3111

Association of Canadian Pension Management
#503, 2 Bloor Street West
Toronto, Ontario M4W 3E2

Association of Canadian Publishers
3rd Floor, 70 Esplanade
Toronto, Ontario M5E IR2

Association of Consulting Engineers of Canada
#616, 130 Albert Street
Ottawa, Ontario KIP 5G4
Phone: (613) 236-0569

Association of Professional Engineers
Geologists and Geophysicists
1010 One Thornton Court
Edmonton, Alberta T5J 2E7
Phone: (403) 426-3990

Association of the Faculties of Agriculture in Canada
Nova Scotia Agricultural College
Truro, Nova Scotia B2N 5E3

Association of Registered Dental Technicians
#308, 1962 Yonge Street
Toronto, Ontario M4S IZ4

Auctioneers Association of Alberta
1104 Ranchdian Blvd. N.W.
Calgary, Alberta
Phone: (403) 239-0801

Automobile Carwash Association
c/o Ted Syder, Secretary
P.O. Box 130, Station "W"
Toronto, Ontario M6M 4Z2

Automotive Industries Association of Canada
1272 Wellington Street
Ottawa, Ontario KIY 3B2
Phone: (613) 728-5821

Automotive Parts Manufacturers Association
#402, 55 York Street
Toronto, Ontario M5J IR7

Automotive Retailers Association
D.A. Achilles, Executive Director
10171 - 107 Street, #2
Edmonton, Alberta T5J IJ5
Phone: (403) 423-5010

B.C. Floor Covering Association
2675 Oak Street
Vancouver, B.C. V6H 2K3
Phone: (604) 736-6311

Battle River Regional Planning Commission
5014 - 48th Avenue
Wetaskiwin, Alberta T9A 0M9
Phone: (403) 352-2215

Better Business Bureau
600 Guardian Building
10240 - 124 Street
Edmonton, Alberta T5N 3W6
Phone: (403) 482-2341

Book and Periodical Development Council
#200, 20[illegible] Ross Street
Toronto, Ontario M5T IZ9
Phone: (416) 595-9967

Brewers Association of Canada
#805, 15 Sparks Street
Ottawa, Ontario KIP 5E3

Broadcast Executives Society
39 Pleasant Blvd.
3rd Floor
Toronto, Ontario M4T IK2

Builders Hardware Association of Canada
1400, One Yonge Street
Toronto, Ontario M5E IJ9

Building Maintenance Contractors Association
of Canada
25 Adelaide Street East
Toronto, Ontario
Phone: (416) 363-2794

Building Supply Dealers Association of B.C.
307, 713 Columbie
New Westminster, B.C. V3M IV2

Bureau of Municipal Research
73 Richmond Street West, Suite 404
Toronto, Ontario M5H 2AI
Phone: (416) 363-9265

Business Council of National Issues
#304, 1235 Bay Street
Toronto, Ontario M5R 3K4

**Calgary Air Conditioning and Sheet Metal Association**
2nd Floor, 2725 - 12 St. N.E.
Calgary, Alberta
Phone: (403) 230-5469

**Calgary Construction Association**
2725 - 12 St. N.E.
Calgary, Alberta
Phone: (403) 230-2535

**Calgary Milk Foundation**
6, 211 Center St. N.
Calgary, Alberta
Phone: (403) 276-5884

**Calgary Regional Planning Commission**
4303 - 11th Street S.E.
Calgary, Alberta T2G 4X1
Phone: (403) 287-2472

**Calgary Residential Services Society**
3410 Spruce Drive S.W.
Calgary, Alberta
Phone: (403) 246-4450

**Canada Mink Breeders**
65 Skyway Avenue
Rexdale, Ontario M9W 6C7

**Canada Safety Council**
1765 St. Laurent Boulevard
Ottawa, Ontario K1G 3V4

**Canada's Capitol Visitors and Convention Bureau**
Tourist Information
Elgin Street Entrance
Ottawa, Ontario
Phone: (613) 237-5158

**Canadian Advertising Advisory Board**
1240 Bay Street, Suite 302
Toronto, Ontario M5R 2A7
Phone: (416) 961-6312

**Canadian Advertising Research Foundation**
180 Bloor St. West, #1010
Toronto, Ontario M5S 2V6

**Canadian Advertising and Sales Association**
Hotel Queen Elizabeth, #302
Montreal, Quebec H3B 1X8

**Canadian Advanced Technology Association**
#803, 275 Slater Street
Ottawa, Ontario K1P 6E2

**Canadian Agricultural Chemicals Association**
#710, 116 Albert Street
Ottawa, Ontario K1P 5G3
Phone: (613) 232-6802

**Canadian Allied Textile Traders Association**
49 Front St. East
Toronto, Ontario M5E 1B4

**Canadian Apparel Manufacturers Institute**
#904, 141 Laurier Avenue West
Ottawa, Ontario K1P 5J3
Phone: (613) 238-7743

**Canadian Association of Aerial Surveyors**
46 Elgin Street, #33
Ottawa, Ontario K1P 5K6

**Canadian Association of Broadcasters**
P.O. Box 627, Station "B"
Ottawa, Ontario K1P 5S2

**Canadian Association of Business Valuation**
185 Bloor Street, #500
Toronto, Ontario M4W 1C8

**Canadian Association of Data Processing Services Organizations**
8 King Street East, Suite 1505
Toronto, Ontario M5C 1B5

**Canadian Association of Ice Industries**
10 Shorncliff Avenue
Islington, Ontario M9B 3S3

**Canadian Association of Investment Clubs (1961)**
A.D.H. Smith, President
c/o Davidson Partners Ltd.
Box 122, First Canadian Place, #3700
Toronto, Ontario M5X 1E9
Phone: (416) 867-3457

**Canadian Association of Management Consultants**
1243 Islington Ave., #615
Toronto, Ontario M8X 1Y9

**Canadian Association of Manufacturers of Medical Devices**
222 Dixon Road, #305
Weston, Ontario M9P 2M2
Phone: (416) 243-7477

**Canadian Association of Marketing Research Organizations**
#702, 17 Toronto Street,
Toronto, Ontario M5C 2E3

**Canadian Association of Motion Picture Producers**
P.O. Box 790, Station F
Toronto, Ontario M4Y 1T1

**Canadian Association of Oilwell Drilling Contractors**
603 - 7th Ave. S.W., #414
Calgary, Alberta T2P 2T5

**Canadian Association of Optometrists**
207, 77 Metcalfe Street
Ottawa, Ontario K1P 5L6
Phone: (613) 238-2006

**Canadian Association of Petroleum Production Accounting**
Omega Hydrocarbons
P.O. Box 36
Calgary, Alberta T2P 0L4

**Canadian Association of Primary Air Carriers Inc.**
P.O. Box 23439
Vancouver, B.C. V7B 1W1

**Canadian Woodwork Manufacturers Association**
Joan Milne, General Manager
2175 Sheppard Ave. East, Suite 110
Willowdale, Ontario M2V 1W8
Phone: (416) 491-0777

Canadian Authors Association
151 Bloor Street West, #480
Toronto, Ontario M5S 1T3

Canadian Automotive Electric Association
#403, 3335 Yonge Street
Toronto, Ontario M4N 2L9

Canadian Automatic Merchandising Association
85 Elesmere Road, #203
Scarborough, Ontario M1R 4B8

Canadian Automatic Sprinkler Association
640 Hood Road,
Markham, Ontario L3R 3K9

Canadian Automobile Association
1775 Courtwood Crescent
Ottawa, Ontario K2C 3J2
Phone: (613) 226-7631

Canadian Bankers' Association
P.O. Box 282, Toronto Dominion Centre
Toronto, Ontario M5K 1K2
Phone: (416) 362-6092

Canadian Battery Manufacturers Association
#1400, One Yonge Street
Toronto, Ontario M5E 1J9

Canadian Book Publishers' Council
#701, 45 Charles Street East
Toronto, Ontario M4Y 1S2
Phone: (416) 964-7231

Canadian Booksellers Association
49 Laing Street
Toronto, Ontario M5E 2N4
Phone: (416) 469-5976

Canadian Brush, Broom and Mop Manufacturers Association
#512, 55 York Street
Toronto, Ontario M5J 1S2

Canadian Business Aircraft Association, Inc.
Standard Life Assurance Building
Suite 1212, 275 Slater Street
Ottawa, Ontario K1P 5H9
Phone: (613) 236-5611
In Alberta, contact:
c/o Esso Aviation Service
83 Airport Road
Municipal Airport
Edmonton, Alberta T5G 0W6

Canadian Business Equipment Manufacturers Association Inc.
212 Yorkdale Place
#1 Yorkdale Road
Toronto, Ontario M6A 3A1

Canadian Cable Television Association
#405, 85 Albert Street
Ottawa, Ontario K1P 6A4

Canadian Carpet Institute
#1002, 1080 Beaver Hall
Montreal, Quebec H2Z 1T6
Phone: (514) 866-2081

Canadian Ceramic Society
#110, 2175 Sheppard Avenue East
Willowdale, Ontario M2J 1W8

Canadian Certified General Accountants Association
#740, 1176 West Georgia Street
Vancouver, B.C. V6E 4A2
Phone: (604) 669-3555

Canadian Chamber of Commerce
200 Elgin Street, #301
Ottawa, Ontario K2P 2J7

Canadian Chemical Producers' Association
Suite #805, 350 Sparks Street
Ottawa, Ontario K1R 7S8
Phone: (613) 237-6215

Canadian Cleaners and Launderers Allied
#307, 4020 du Maisonneuve Blvd. West
Montreal, Quebec H3Z 1N1
Phone: (514) 487-2272

Canadian Classification Research Group
School of Library and Information Science
University of Western Ontario
London, Ontario N6A 5B9

Canadian Community Newspapers Association
88 University Avenue, #705
Toronto, Ontario M5J 1T6

Canadian Construction Association
85 Albert Street
Ottawa, Ontario K1P 6A4

Canadian Copper and Brass Development Association
#1612, 55 York Street
Toronto, Ontario M5J 1R7

Canadian Copyright Institute
34 Ross Street, #200
Toronto, Ontario M5T 1Z9
Phone: (416) 595-9704

Canadian Corrugated Case Association
#1400, One Yonge Street
Toronto, Ontario M5E 1J9

Canadian Cosmetic, Toiletry and Fragrance Association
24 Merton Street
Toronto, Ontario M4S 1A1
Phone: (416) 487-8111

Canadian Council of Furniture Manufacturers
39 Elysee, Place Bonaventure
Montreal, Quebec H5A 1E9

Canadian Council of Professional Engineers
Suite 401, 116 Albert Street
Ottawa, Ontario K1P 5G3
Phone: (613) 232-2474

Canadian Council on Social Development
55 Parkdale
P.O. Box 3505, Station "C"
Ottawa, Ontario K1Y 4G1
Phone: (613) 728-1865

Canadian Daily Newspaper Publishers Association
321 Bloor Street East
Toronto, Ontario M4W IE7
Phone: (416) 923-3567

Canadian Dance Teachers Association
501 Yonge Street, #25
Toronto, Ontario M47 IY4
Phone: (416) 924-7204

Canadian Decorating Products Association
1262 Don Mills Road, Suite 70
Don Mills, Ontario M3B 2W7
Phone: (416) 444-5289

Canadian Dental Association
1815 Alta Vista Drive
Ottawa, Ontario KIG 3Y6

Canadian Diamond Drilling Association
#201, 801 York Mills Road
Don Mills, Ontario M3B IX7
Phone: (416) 449-3465

Canadian Direct Mail/Marketing Association
#405, 150 Consumer Road
Willowdale, Ontario M2J IP9
Phone: (416) 494-8585

Canadian Economics Association
Department of Economics
Queen's University
Kingston, Ontario K7L 3N6

Canadian Electrical Distributors Association
Stan Wild, President
Suite 501, 5400 Yonge Street
Willowdale, Ontario M2N 5R5
Phone: (416) 221-5533

Canadian Export Association
#250, 99 Banks Street
Ottawa, Ontario KIP 6B9
Phone: (613) 238-8888

Canadian Fasteners Institute
#1400, One Yonge Street
Toronto, Ontario M5E IJ9

Canadian Federation of Agriculture
11 Sparks Street, 5th Floor
Ottawa, Ontario KIP 5B5

Canadian Federation of Independent Business
4141 Yonge Street
Willowdale, Ontario M2P 2A6
Phone: (416) 222-8022
In Alberta, contact:
Mr. Jack Foster, Western Public Affairs Officer
11630 Kingsway Avenue
Edmonton, Alberta T5G 0X5
Phone: (403) 451-5005

Canadian Federation of Insurance Agents
and Brokers Association
#1306, 69 Yonge Street
Toronto, Ontario M5E IK3

Canadian Federation of Retail Grocers
Box 336
Peterborough, Ontario K9J 6Z3
Phone: (705) 742-6684

Canadian Feed Industry Association
574 Laurier Avenue West
P.O. Box 2080, Station "D"
Ottawa, Ontario KIP 5W3
Phone: (613) 238-6421

Canadian Fertilizer Institute
#602, 350 Sparks Street
Ottawa, Ontario KIR 7S8

Canadian Film Editors Guild
3 Church Street, #47
Toronto, Ontario M5E IM2

Canadian Film Institute Publication
#1105, 75 Albert Street
Ottawa, Ontario KIP 5E7

Canadian Film and Television Association
156A King Street East
Toronto, Ontario M5A IJ3
Phone: (416) 363-0296

Canadian Fire Safety Association
1275 Sheppard Ave. East, #110
Willowdale, Ontario M2J IW8

Canadian Food Brokers Association
50 River Street
Toronto, Ontario M5A 3N9

Canadian Food Processors Association
#1409, 130 Albert Street
Ottawa, Ontario KIP 5G4

Canadian Frozen Food Association
#1409, 130 Albert Street
Ottawa, Ontario KIP 5G4

Canadian Fruit Wholesalers Association
3 Amberwood Crescent
Nepean, Ontario K2E 7LI

Canadian Fund for Dental Education
#205, 44 Eglinton Avenue West
Toronto, Ontario M4R IAI
Phone: (416) 481-0650

Canadian Gas Association
55 Scarsdale Road
Don Mills, Ontario M3B 2R3

Canadian Gas Processors Suppliers Association
#102, 118 - 4th Ave. S.W.
Calgary, Alberta T2E 7B4

Canadian Glove Manufacturers Association
50 River Street
Toronto, Ontario M5A 3N9

Canada Grains Council
360 Main Street, #760
Winnipeg, Manitoba R3C 3Z3

Canadian Graphic Arts Institute
1st Floor, 19 Duncan Street
Toronto, Ontario M5H 3H1
Phone: (416) 593-4018

Canadian Grocery Bag Manufacturers Association
#710, 116 Albert Street
Ottawa, Ontario K1P 5G3
Phone: (613) 232-2406

Canadian Hardware and Housewares
Manufacturers Association
411 Guildwood Parkway
Scarborough, Ontario M1E 1R3

Canadian Hardwood Plywood Association
P.F. McCracken, Secretary
27 Goulburn Avenue
Ottawa, Ontario K1N 8C7

Canadian Home Manufacturers Association
27 Goulburn Avenue
Ottawa, Ontario K1N 8C7

Canadian Horticultural Council
3 Amberwood Crescent
Nepean, Ontario K2E 7L1

Canadian Hostelling Association
333 River Road
Vanier, Ontario K1L 8H9

Canadian Housing Design Council
M-2 L'Esplanade
171 Bank Street
Ottawa, Ontario K2P 1W5

Canadian Importers Association Inc.
World Trade Centre
5th Floor, 60 Harbour Street
Toronto, Ontario M5J 1B7
Phone: (416) 862-0002

Canadian Industrial Communications Assembly
235 Yorkland Blvd.#300
Willowdale, Ontario M2J 4Y8

Canadian Information Processing Society
243 College Road
Toronto, Ontario M5T 2Y1

Canadian Institute of Actuaries
275 Slater Street, Suite 1505,
Ottawa, Ontario K1P 5H9
Phone: (613) 236-8196

Canadian Institute of Chartered Accountants
150 Bloor Street West
Toronto, Ontario M5S 2Y2

Canadian Institute of Cost Reduction
2468 Windale Crescent
Ottawa, Ontario K1H 7A6

Canadian Institute of Custom House Brokers
46 Elgin
Ottawa, Ontario K1P 5K6
Phone: (613) 238-5283

Canadian Institute of Food Science and Technology
#48, 46 Elgin
Ottawa, Ontario K1P 5K6

Canadian Institute of Forestry
151 Slater Street, #815
Ottawa, Ontario K1P 5H3
Phone: (613) 234-2242

Canadian Institute of Mining and Metallurgy
#400, 1130 Sherbrooke Street West
Montreal, Quebec H3A 2M8

Canadian Institute of Steel Construction
210 Consumers Road, #300
Willowdale, Ontario M2J 4G8

Canadian Institute of Timber Construction
#506, 75 Albert Street
Ottawa, Ontario K1P 5E7

Canadian Institute of Traffic and Transportation
44 Victoria Street, Suite 515
Toronto, Ontario M5C 1Y2
Phone: (416) 363-5696

Canadian Jewellers Association
1491 Yonge Street
Toronto, Ontario M4T 1Z4
Phone: (416) 922-9901

Canadian Kitchen Cabinet Association
27 Goulburn Avenue
Ottawa, Ontario K1N 8C7

Canadian Lamp and Fixture Manufacturers
Association Inc.
90 Rue Savard
Auteuil, Quebec H7H 1M7

Canadian Library Association
151 Sparks Street
Ottawa, Ontario K1P 5E3
Phone: (613) 232-9625

Canadian Life and Health Insurance Association Inc.
20 Queen Street West, #2500
Toronto, Ontario M5H 3S2
Phone: (416) 977-2221

Canadian Lumber Standards
#1475, 1055 West Hastings Street
Vancouver, B.C. V6E 2E9

Canadian Machine Builders Association
J. Havlik, President
695 Bishop Street, Box 3430
Cambridge, Ontario N3H 4V2

Canadian Manufacturers of Chemical
Specialities Association
#710, 116 Albert Street
Ottawa, Ontario K1P 5G3
Phone: (613) 232-6616

Canadian Manufacturers Association
#1400, One Yonge Street
Toronto, Ontario M5E 1J9

Canadian Masonry Contractors Association
#201, 1013 Wilson Avenue
Downsview, Ontario M3K 1G1

Canadian Meat Council
5233 Dundas Street West, Suite 304
Islington, Ontario M9B 1A6
Phone: (416) 239-8411
In Alberta, contact:
#631, 604 - 1st Street S.W.
Calgary, Alberta T2P 1M7
Phone: (403) 265-2220

Canadian Motion Picture Distributors Association
22 St. Clair Avenue East, Suite 1703
Toronto, Ontario M4T 2S4
Phone: (416) 961-1888

Canadian Metric Association
P.O. Box 35
Fonthill, Ontario L0S 1E0

Canadian Motor Club
127 Queen's Avenue
London, Ontario N6A 4W2

Canadian Mushroom Growers Association
3 Amberwood Crescent
Nepean, Ontario K2E 7L1

Canadian Music Publishers Association
111 Avenue Road, #302
Toronto, Ontario M5R 3J8

Canadian National Millers Association
151 Slater Street, #205
Ottawa, Ontario K1P 5H3

Canadian Nuclear Association
111 Elizabeth Street, 11th Floor
Toronto, Ontario M5G 1P7

Canadian Office Machine Dealers Association
3464 Kingston Road, #204
Scarborough, Ontario M1M 1R5

Canadian Office Products Association
c/o Eric Freemand, Executive Vice-President
#604, 1243 Islington Avenue,
Toronto, Ontario M8X 1Y9

Canadian Oilfield Manufacturers Association
10744 - 48 Street
Edmonton, Alberta T6A 1S6
Phone: (403) 468-2078

Canadian Oil Scouts Association
2502 - 6th Street N.E.
Calgary, Alberta T2E 3Z3

Canadian Organization of Small Business Inc.
50 River Street
Toronto, Ontario M5A 3N9
Phone: (416) 869-3203

Canadian Painting Contractors Association
150 Consumers Road
Willowdale, Ontario M2J 1P9

Canadian Paint Manufacturers Association
205 Mansfield Street, Suite 800
Montreal, Quebec H3A 1Y9

Canadian Paper Box Manufacturers Association
Suite 502, 185 Bay Street
Toronto, Ontario M5J 1K6

Canadian Paper Trade Association
55 York Street, Suite 512
Toronto, Ontario M5J 1S2

Canadian Payroll Association
Royal York Hotel
Convention Mezzanine
100 Front Street West
Toronto, Ontario M5J 1E3
Phone: (416) 362-1977

Canadian Photographic Trade Association
3500 Dufferin Street, Suite 200
Downsview, Ontario M3K 1N2

Canadian Poultry and Egg Processors Council
5233 Dundas Street West, #405
Islington, Ontario M9B 1A6
Phone: (416) 233-2001

Canadian Petroleum Association
Suite 400, 130 Albert Street
Ottawa, Ontario K1P 5G4

Canadian Portland Cement Association
116 Albert Street, #609
Ottawa, Ontario K1P 5G3

Canadian Pre-Stressed Concrete Institute
85 Albert Street
Ottawa, Ontario K1P 6A4
Phone: (613) 232-2619

Canadian Potato Chip Association
3 Amberwood Crescent
Nepean, Ontario K2E 7L1

Canadian Printing Ink Manufacturers Association
P.O. Box 294
Kleinburg, Ontario L0J 1C0

Canadian Professional Driver Education Association
3754 Bloor Street West
Toronto, Ontario
Phone: (416) 231-4125

Canadian Pulp and Paper Association
1155 Metcalfe Street, 23rd Floor
Sunlife Building
Montreal, Quebec H3B 2X9

Canadian Radio Common Carriers Association
Box 557, Station "K"
Toronto, Ontario M4P 2G9

Canadian Radio Technical Planning Board
880 Lady Ellen Place
Ottawa, Ontario K1Z 5L9

Canadian Recording Industry Association
89 Bloor Street East
Toronto, Ontario M4W 1A9

Canadian Recreational Vehicle Association
55 York Street, Suite 512
Toronto, Ontario M5J 1S2

Canadian Renewable Energy Foundation
Box 4902, Station "E"
Ottawa, Ontario K1S 5J1

Canadian Research Management Association
W.R. Stadelman, Secretary
Ontario Research Foundation, Sheridan Park
Mississauga, Ontario L5K 1B3

Canadian Restaurant and Food Services Association
Nu-West Centre, Suite 904
80 Bloor Street West
Toronto, Ontario M5S 2V1
Phone: (416) 923-8416

Canadian Retail Building Supply Council
713 Columbia Street, #307
New Westminster, B.C. V3M 1B2

Canadian Retail Hardware Association
6800 Campobello Road
Mississauga, Ontario L5N 2L8
Phone: (416) 821-3470

Canadian Retail Shoe Association
2510 Yonge Street
Toronto, Ontario M4P 2H7
Phone: (416) 487-7011

Canadian Roofing Contractors Association
Suite 710, 116 Albert Street
Ottawa, Ontario K1P 5G3
Phone: (613) 232-6802
In Alberta, contact:
Alberta Roofing Contractors Association
607 - 24A Street N.W.
Calgary, Alberta T2N 2S5

Canadian Securities Institute
33 Yonge Street, #360
Toronto, Ontario M5E 1G4

Canadian Seed Growers Association
Box 8455
Ottawa, Ontario K1G 3T1
Phone: (613) 236-0497

Canadian Seed Trade Association
207, 2948 Baseline Road
Ottawa, Ontario K2H 8T5
Phone: (613) 829-9527

Canadian Shoe Retailers Association
2510 Yonge Street
Toronto, Ontario M4P 2H7

Canadian Silk and Synthetic Textiles Association Inc.
1245 Sherbrooke West
Montreal, Quebec H3B 2J2
Phone: (514) 842-9451

Canadian Society for Chemical Technology
151 Slater Street, Suite 906
Ottawa, Ontario K1P 5H3

Canadian Society for Chemical Engineering
151 Slater Street, Suite 906
Ottawa, Ontario K1P 5H3
Phone: (613) 233-5623

Canadian Society of Dentistry for Children
c/o Dr. D. L. Rife
2953 Bathurst
Toronto, Ontario M6B 3B2
Phone: (419) 783-0419

Canadian Society of Exploration Geophysicists
#229, 640 - 5th Avenue S.W.
Calgary, Alberta T2P 0M6

Canadian Society of Petroleum Geologists
206 - 7th Ave. S.W., #505
Calgary, Alberta T2P 0W7

Canadian Soft Drink Association
443 University Avenue, 5th Floor
Toronto, Ontario M5G 1T8

Canadian Sporting Goods Association
1315 de Maisonneuve Blvd. West
Montreal, Quebec H3G 1M4

Canadian Sporting Arms and Ammunition Association
#710, 116 Albert Street
Ottawa, Ontario K1P 5G3
Phone: (613) 232-2406

Canadian Standards Association
178 Rexdale Boulevard
Toronto (Rexdale), Ontario M9W 1R3
Phone: (416) 744-4000

Canadian Steel Industries Construction Council
Stelco Hamilton
Hamilton, Ontario K1A 0H5

Canadian Steel Service Centre Institute
345 Lakeshore Road East, Suite 501
Oakville, Ontario L6J 1J5
In Alberta, contact:
c/o Wilkinson Company Ltd.
9525 - 60 Avenue
Edmonton, Alberta T6E 0C3

Canadian Tax Foundation
P.O. Box 6, 130 Adelaide St. West, #1900
Toronto, Ontario M5H 3P5

Canadian Telecommunications Carriers Association
Suite 700, 1 Nicholas Street
Ottawa, Ontario K1N 7B7
Phone: (613) 238-3080

Canadian Textile Importers Association
99 Chabanel Street West, Suite 511
Montreal, Quebec H2N 1C3

Canadian Textile Testing Laboratories
49 Eglinton Avenue East
Toronto, Ontario M4P 1G6
Phone: (416) 487-2259

Canadian Toy Importers Association
381 Oakdale Avenue
Downsview, Ontario M3N 1W7

Canadian Toy Manufacturers Association
Box 294
Kleinburg, Ontario  L0J 1C0

Canadian Toy Testing Council
Box 6014, Station "J"
Ottawa, Ontario  K2A 1T1

Canadian Truck Body and Equipment Association
Box 294
Kleinburg, Ontario  L0J 1C0

Canadian Truck Trailer Manufacturers Association
Box 294
Kleinburg, Ontario  L0J 1C0

Canadian Trucking Assocation
Suite 300, 130 Albert Street
Ottawa, Ontario  K1P 5G4

Canadian Warehousing Association
111 Peter, Suite 213
Toronto, Ontario  M5V 2H1
Phone: (416) 596-7489

Canadian Water System Manufacturing Association
One Yonge Street, Suite 1400
Toronto, Ontario  M5E 1J9

Canadian Welding Bureau
254 Merton Street
Toronto, Ontario  M4S 1A9
In Alberta, contact:
5224 - 99 Street
Edmonton, Alberta  T6E 3N7
Phone: (403) 436-2774

Canadian Wholesale Hardware Association
6800 Campbello Road
Mississauga, Ontario  L5N 2L8

Canadian Window and Door Manufacturers Association
27 Goulburn Avenue
Ottawa, Ontario  K1N 8C7
Phone: (613) 233-6205

Canadian Wine Institute
89 The Queensway West, #404
Mississauga, Ontario  L5B 2V2
Phone: (416) 273-5610

Chemical Institute of Canada
151 Slater Street, Suite 906
Ottawa, Ontario  K1P 5H3
Phone: (613) 233-5623

Clay Brick Association of Canada
5218 Yonge Street
Willowdale, Ontario  M2N 5P6

Coal Association of Canada
1000 - 8th Ave. S.W. #301
Calgary, Alberta  T2P 3M7
Phone: 262-1544

Committee for an Independent Canada
46 Elgin Street, Room 48
Ottawa, Ontario  K1P 5K6

Community Planning Association of Canada
2837 Dewdney
Regina, Saskatchewan
Phone:(306) 569-1611

Confectionery Manufacturers
1185 Eglinton Avenue East, Suite 101
Don Mills, Ontario  M3C 3C6

Conference Board of Canada
Suite 100, 25 McArthur Road
Ottawa, Ontario  K1L 6R3
Phone: (613) 746-1261

Construction Specifications Canada
1 St. Clair West, Suite 1206
Toronto, Ontario  M4V 1K6
Phone: (416) 922-3159

Corrugated Steel Pipe Institute
Suite 207, Crestview Plaza
1640 Crestview Avenue
Mississauga, Ontario  L5G 3P9
Phone: (416) 274-2354

Council of Canadian Filmmakers
P.O. Box 1003, Station "A"
Toronto, Ontario  M5W 1G5

Council of Printing Industries of Canada
620 University Avenue, 11th Floor
Toronto, Ontario  M5G 2C1

Credit Union Central of Alberta
8500 Macleod Trail South
Calgary, Alberta
In Edmonton, contact:
1171B -108 Avenue
Edmonton, Alberta
Phone: (403) 452-6831

Dairy Farmers of Canada
111 Sparks Street
Ottawa, Ontario  K1P 5B5
Phone: (613) 236-9997

Dairy Producers Co-operatives Ltd.
P.O. Box 560
Regina, Saskatchewan  S4P 3A5
Phone: (306) 949-2535

Direct Sellers Association
390 Bay Street
Toronto, Ontario  M5H 2Y2

Eastcoast Petroleum Operators Association
c/o Esso Resources Canada Ltd.
500 6th Ave. S.W.
Calgary, Alberta  T2P 0S1

Edmonton Chamber of Commerce
#600, Sun Life Place
10123 - 99 Street
Edmonton, Alberta  T5J 3G9
Phone: (403) 426-4620

Edmonton Construction Association
10215 - 176 Street
Edmonton, Alberta T5M 1M1
Phone: (403) 483-1130
Mailing Address:
P.O. Box 3807, Station "D"
Edmonton, Alberta T5L 4J8

Edmonton Drywall, Lath and Plaster Association
11446 - 142 Street
Edmonton, Alberta
Phone: (403) 454-9460

Edmonton Licensed Hotel Association
#804, 10080 Jasper Avenue
Edmonton, Alberta
Phone: (403) 422-4057

Edmonton Metropolitan Regional Planning Commission
#602, 10025 - 106 Street
Edmonton, Alberta T5J 1G4
Phone: (403) 423-5701

Edmonton Steel Fabricators Association
Mr. Bob Saari, President
5815 - 143 A Street
Edmonton, Alberta
T6H 4G4

Edmonton Taxi Drivers Association
Mr. Al Stewart, Secretary
11321 - 108 Avenue
Edmonton, Alberta
Phone: (403) 428-9398

Electric Industry Association of Alberta
2540 - 5th Avenue N.W.
Calgary, Alberta

Electric Contractors Association of Alberta
11507 - 120 Street
Edmonton, Alberta
Phone: (403) 451-2412

Electrical and Electronic Manufacturers Association
of Canada
One Yonge Street, Suite 1608
Toronto, Ontario M5E 1R1
Phone: (416) 862-7152

Electrical and Electronic Manufacturers
c/o T. Mimmee, Manager
Government Relations
77 Metcalfe Street, Suite 8090
Ottawa, Ontario K1P 5L6
Phone: (613) 237-6847

Energy Probe
100 College Street
Toronto, Ontario M5G 1L5

Envelope Makers Institute of Canada
1500 Stanley Street, Suite 315
Montreal, Quebec H3A 1R3

Equipment Lessors Association of Canada
350 Sparks Street, Suite 602
Ottawa, Ontario K1R 7S8

Executive Development Institute
c/o Management Institute
McGill University
1001 Sherbrooke Street
Montreal, Quebec H3A 1G5
Phone: (514) 392-5870

Factoring and Commercial Financing Conference
of Canada Inc.
1010 Saint Catharine Street West, Suite 703
Montreal, Quebec H3B 3R3

Farm Equipment Dealers Association of Alberta and B.C.
Suite "G", 3801 - 21 Street N.E.
Calgary, Alberta T2E 6T5

Federation of Automobile Dealers Association of Canada
2 Sheppard Avenue E., Suite 1902
Willowdale, Ontario M2N 5Y7

Federation of Calgary Communities
Room 2023, Mount Royal College
4825 Richard Road S.W.
Calgary, Alberta T3E 6K6
Phone: (403) 246-2261

Fisheries Council of Canada
77 Metcalfe Street, Suite 603
Ottawa, Ontario K1P 5L6

Floorcovering Institute of Ontario
19 - 27 Street
Toronto, Ontario M8W 2X2

Footwear Bureau of Canada
Suite 711, 1010 Saint Catherine Street West
Montreal, Quebec H3B 3R4
Phone: (514) 878-9337

Forest Products Accident Prevention Association
P.O. Box 270
North Bay, Ontario P1B 8H2

Forty-Plus of Canada
920 Yonge Street, Suite 601
Toronto, Ontario M4W 3C7
Phone: (416) 964-1906

Funeral Services of Canada
350 Sparks Street
Ottawa, Ontario K1R 7S8

Fur Trade Association of Canada Inc.
185 Spadina Avenue, #409
Toronto, Ontario M5G 2C6

Glass Container Council of Canada
221 Moore Avenue
Toronto, Ontario M4G 1C6

Glazing Contractors Association
2765 Oak Street
Vancouver, B.C. V6H 2K3
Phone: (604) 736-6311

Grocery Products Manufacturers of Canada
1185 Eglinton Avenue East, Suite 101
Don Mills, Ontario M3C 3C6

Glass Trade Association of Northern Alberta
121 Cedar Street
Sherwood Park, Alberta
Phone: (403) 464-1044

Heating, Refrigerating and Air Conditioning Institute of Canada
5468 Dundas Street West, Suite 226
Islington, Ontario M9B 6E3

Hotel and Restaurant Suppliers Association
474 Rue St. Alexis
Montreal, Quebec H2Y 2N6

Housing and Urban Development Association of Canada
15 Toronto Street, 10th Floor
Toronto, Ontario M5C 2E3

Independent Petroleum Association of Canada
707 - 7th Avenue S.W.,
Calgary, Alberta T2P 0Z2

Independent Retail Druggist Association
4415 Notre Dame
Chomeday, Quebec H7W 1T7

Industrial Accident Prevention Association
2 Bloor Street East, 23rd Floor
Toronto, Ontario M4W 3C2

Industrial Instrument Manufacturers Association
One Yonge Street, Suite 1400
Toronto, Ontario M5E 1J9

Industrial Management Clubs of Canada
1080 Beaver Hall Hill
Montreal, Quebec H2Z 1S8

Industrial Truck Association of Canada
1 Yonge Street, #1400
Toronto, Ontario M5E 1J9

Innovation Management Institute of Canada
Box 6291, Station "J"
Ottawa, Ontario K2A 1T4

Institute of Canadian Advertising
#401, 8 King Street East
Ottawa, Ontario M5C 1B5

Institute of Chartered Life Underwriters of Canada
41 Lesmill Road
Don Mills, Ontario M3B 2T3

Institute of Chartered Secretaries and Administrators in Canada
2 Carlton Street, #304
Toronto, Ontario M5B 2K2
Phone: (416) 591-6578

Institution of Electronic and Planning Board
Room 309, 151 Slater Street
Ottawa, Ontario K1P 5H3

Insurance Agents Association of Alberta
505, 10240 - 124 Street
Edmonton, Alberta T5N 3W6
Phone: (403) 482-6840

Insurance Bureau of Canada
181 University Avenue, 13th Floor
Toronto, Ontario M5H 3M7

Insurance Institute of Southern Alberta
#601, 630 - 8th Avenue S.W.
Calgary, Alberta T2P 1G6
Phone: (403) 266-3427

Insurers' Advisory Organization of Canada
180 Dundas Street West
Toronto, Ontario M5G 1Z9
Phone: (416) 597-1200

Interior Designers of Canada
130 Albert Street, #2000
Ottawa, Ontario K1P 5G4

Investment Dealers Association of Canada
33 Yonge Street, #350
Toronto, Ontario M5E 1G4
Phone: (416) 364-6133
In Alberta, contact:
Mr. D.W. Grant
Regional Director
605 - 5th Avenue S.W. #407
Calgary, Alberta T2P 3H5
Phone: (403) 262-6393

Investment Funds Institute of Canada
70 Bond Street, #400
Toronto, Ontario M5B 1X2
Phone: (416) 363-2158

Lingerie and Underwear Manufacturers Association
2015 Peel Street, 3rd Floor
Montreal, Quebec H3A 1T8

Lumber and Building Materials Association of Ontario
4500 Sheppard Avenue East, Unit F
Scarborough, Ontario M1S 3R6

Machinery and Equipment Manufacturers Association of Canada
Suite 701, 116 Albert Street
Ottawa, Ontario K1P 5G3
Phone: (613) 232-7213

Magazines Canada
44 Eglinton Avenue West, #501
Toronto, Ontario M4R 1A1
Phone: (416) 488-6575

Market and Advertising Associations
80 Bloor Street West
Toronto, Ontario M5S 2V1

Masonry Contractors Association of Alberta
1715 - 12 St. N.E.
Calgary, Alberta
Phone: (403) 230-2827
In Edmonton, contact:
#200, 10712 - 176 Street
Edmonton, Alberta T5S 1G7
Phone: (403) 489-6148

Meat Packers Council of Canada
5233 Dundas Street West
Islington, Ontario
Phone: (416) 237-8411

Mechanical Contractors Association of Alberta
2725 - 12 Street
Calgary, Alberta T2E 7J2
In Edmonton, contact:
17307 - 106 Avenue
Edmonton, Alberta T5S 1E7
Phone: (403) 489-5551

Mechanical Contractors Association of Canada
Royal Trust Building
Suite 408, 116 Albert Street
Ottawa, Ontario K1P 5G3

Memorial Society Association of Canada
Box 96, Station "A"
Weston, Ontario M9N 3M6

Milk Foundation of Edmonton
1053A - 118 Avenue
Edmonton, Alberta T5V 1H9
Phone: (403) 451-4435

Mining Association of Canada
Suite 705, 350 Sparks Street
Ottawa, Ontario K1R 7S8
Phone: (613) 233-9391

Motion Picture Institute of Canada
250 Merton Street, 4th Floor
Toronto, Ontario M4S 1B1

Motorcycle and Moped Industry Council in Canada
45 Richmond West
Don Mills, Ontario M5H 1Z2

Motor Vehicle Manufacturers Association
#1602, 25 Adelaide Street East
National Association of Tobacco
and Confectionery Distributors
2000 Peel Street, #640
Montreal, Quebec H3A 2W5

National Concrete Producers Association
Suite 101, 1013 Wilson Avenue
Downsview, Ontario M3K 1G1
Phone: (416) 635-7179

National Dairy Council of Canada
#704, 141 Laurier Avenue West
Ottawa, Ontario K1P 5J3

Newsprint Exporters Marketing Association
2320 Sun Life Building
Montreal, Quebec H3B 2X9

Northwest Commercial Travellers Association of Canada
709 - 11th Avenue S.W.
Calgary, Alberta T2R 0E3
Phone: (403) 263-1344

Oldman River Regional Planning Commission
905 - 4th Avenue, South
Lethbridge, Alberta T1J 0P3
Phone: (403) 329-1344

Ontario Furniture Manufacturers Association of Canada
6900 Airport Road
Mississauga, Ontario L4V 1E8

Packaging Association of Canada
111 Merton Street, #201
Toronto, Ontario M4S 3A7
Phone: (416) 485-7812

Palliser Regional Planning Commission
605 - 2nd Avenue, West
Hanna, Alberta T0J 1P0
Phone: (403) 854-3371

South Peace River Regional Planning Commission
200 Windsor Court
9835 - 101 Avenue
Grande Prairie, Alberta T8V 0X6
Phone: (403) 532-0988

Periodical Distributors of Canada
c/o Ed McKim
202 Hallet Avenue
Whitby, Ontario L1N 5K8

Periodical Press Association
Suite 508, 100 University Avenue
Toronto, Ontario M5J 1V6

Periodical Writers Association of Canada
24 Ryerson Avenue, 1st Floor
Toronto, Ontario M5T 2P3

Petroleum Recovery Institute
3512 - 33 Street N.W.
Calgary, Alberta T2L 2A6
Phone: (403) 282-1211

Pharmaceutical Manufacturers Association of Canada
Room 1110, 141 Laurier Avenue West
Ottawa, Ontario K1P 5J3

Photo Marketing Association
36 Yonge Street, Suite 100
Toronto, Ontario M5E 1G3

Professional Marketing Research Society
PO Box 5155, Terminal "A"
Toronto, Ontario M5W 1N5
Phone: (416) 487-4893

Propane Gas Association of Canada
500 - 4th Avenue S.W., Suite 1202
Calgary, Alberta T2P 2V6
Phone: (403) 263-0450

Prospectors and Developers Association
Suite 219, 159 Bay Street
Toronto, Ontario M5J 1J7

Pulp and Paper Research Institute of Canada
570 St. John's Boulevard
Pointe Claire, Quebec H9R 3J9
Phone: (514) 697-4110

Purchasing Management Association of Canada
2 Carlton Street, #917
Toronto, Ontario M5B 1J3

Quebec Furniture Manufacturers Association
PO Box 1002, Place Bonaventure
Montreal, Quebec H5A 1E9

Radio Bureau of Canada
43 Eglinton Avenue East, 10th Floor
Toronto, Ontario M5P 1A2

Rainwear and Sportswear Manufacturers Association
c/o Acuascutum North America
2520 Saint Joseph Boulevard East
Montreal, Quebec H1Y 2A2

Red Deer Regional Planning Commission
2830 Bremmer Avenue
Red Deer, Alberta
Phone: (403) 343-3394

Refrigeration - Air Conditioning Contractors
Association of Alberta
Dr. Drever, Manager
146, 3110 - 47 Avenue
Red Deer, Alberta T4N 3P2
Phone: (403) 342-2431

Retail Council of Canada
214 King Street West, Suite 212
Toronto, Ontario M5C 1K4
Phone: (416) 598-4684

Retail Merchants Association of Canada Inc.
Room 230, 9930 - 106 Street
Edmonton, Alberta T5K 1C7
Phone: (403) 428-6785

Roads and Transportation Association of Canada
1765 Saint Laurent Boulevard
Ottawa, Ontario K1G 3V4
Phone: (613) 521-4052

Royal College of Dentists of Canada
#614, 170 Saint George Street
Toronto, Ontario M5R 2M8
Phone: (416) 964-7263

Rubber Association of Canada
100 University, Suite 1100
Toronto, Ontario M5J 1V7

Rural Education and Development Association
14815 - 119 Avenue
Edmonton, Alberta T5L 2N9
Phone: (403) 451-5959

Salers Association of Canada
#201 Alberta Stockyards Building
Calgary, Alberta

Shoe Industry Suppliers Association of Canada
Suite 710, 1010 Saint Catherine Street West
Montreal, Quebec H3B 3R4

Shoe Manufacturers Association of Canada
Suite 710, 1010 Saint Catherine Street West
Montreal, Quebec H3B 3R4

Soap and Detergent Association of Canada
Suite 101, 1185 Eglinton Avenue East
Don Mills, Ontario M3C 3C7

Society of Plastics Industry of Canada
1262 Don Mills Road
Don Mills, Ontario M3B 2W7

Solar Energy Society of Canada Inc.
#303, 870 Cambridge Street
Winnipeg, Manitoba R3M 3H5
Phone: (204) 284-3076

Southeast Alberta Regional Planning Commission
3rd Floor, Chinook Place
623 - 4th Street S.E.
Medicine Hat, Alberta T1A 0L1
Phone: (403) 527-3326

Tanners Association of Canada
50 River Street
Toronto, Ontario M5A 3N9

Tea and Coffee Association of Canada
#101, 1185 Eglinton Avenue East
Don Mills, Ontario M3C 3C6

Television Bureau of Canada Inc.
39 Pleasant Blvd.
Toronto, Ontario M4T 1K2
Phone: (416) 923-8813

Terrazzo Tile and Marble Association of Canada
#106, 3311 Bayview
Willowdale, Ontario M2K 1G4

Textile Technical Federation of Canada
4920 de Maisonneuve Blvd. West, Suite 307
Montreal, Quebec H3Z 1N1

Textile Trade Association
Room 1100, 1435 Saint Alexander Street
Montreal, Quebec H3A 2G4

Toronto Society of Financial Analysts
390 Bay Street, Suite 1600
Toronto, Ontario M5H 2Y2

Traffic Injury Research Foundation of Canada
171 Nepean
Ottawa, Ontario K2P 0B4
Phone: (613) 238-5235

Travel Industry Association of Alberta
3016 - 119 St. N.E. #102
Calgary, Alberta T2E 6Y9
Phone: (403) 250-2760

Truck Loggers Association
#216, 837 West Hastings Street
Vancouver, B.C. V6C 1B6
Phone: (604) 684-4291

Trust Companies Association of Canada
335 Bay Street
Toronto, Ontario

Unifarm
14815 - 119 Avenue
Edmonton, Alberta T5L 4W2
Phone: (403) 451-5912

University and College Placement Association
43 Eglinton Street East
Toronto, Ontario M4P 1A2

Urban Development Institution
60 Bloor Street West
Don Mills, Ontario
Phone: (416) 928-0491

Welding Institute of Canada Inc.
391 Burnhamthorpe Road East
Oakville, Ontario L6J 6C9
Phone: (416) 845-9881

Western Association of Broadcasters
c/o Norm Haines
CFCN Radio
PO Box 7060, Station "E"
Calgary, Alberta T3C 3L9

Western Canada Fertilizer Association
724 Oakhill Place S.W.
Calgary, Alberta T2V 3X9
Phone: (403) 281-6345

Western Canada Roadbuilders Association
9333 - 45 Avenue
Edmonton, Alberta T6E 5Z7

Western Food Processors Association
700 West Pender St.
Vancouver, B.C. V6C 1G8
Phone: (604) 685-8131

Western Re-Enforcing Construction Association
2765 Oak Street
Vancouver, B.C. V6H 2K3
Phone: (604) 733-0202

Western Retail Lumbermen's Association
#601, 228 Notre Dame
Winnipeg, Manitoba R3B 1N7

Western Word Processing Association
509 Richards
Vancouver, B.C.
Phone: (604) 682-3545

# APPENDIX II

## Economic Development Officers

**Calgary**

Mr. Bruce McDonald
Director, Calgary Economic Development
Authority
P.O. Box 2100, Station "M"
205 - 9th Avenue S.E.
Calgary, Alberta
T2P 2M5
Telephone: (403) 268-2331

Mr. L.A. (Roy) Harris
Manager, Manufacturing
Calgary Economic Development
Authority
P.O. Box 2100, Station "M"
Calgary, Alberta
T2P 2M5
Telephone: (403) 268-2331

Mr. John Elphick
Manager, Site Selection
Calgary Economic Development
Authority
P.O. Box 2100, Station "M"
205 - 9th Avenue S.E.
Calgary, Alberta
T2P 2M5
Telephone: (403) 268-2331

Mr. David Crowe
Manager, Trade and Commerce,
Film Development
Calgary Economic Development
Authority
P.O. Box 2100, Station "M"
205 - 9th Avenue S.E.
Calgary, Alberta
T2P 2M5
Telephone: (403) 268-2331

Mr. Henry Niet
Manager, Research
Calgary Economic Development
Authority
P.O. Box 2100, Station "M"
205 - 9th Avenue S.E.
Calgary, Alberta
T2P 2M5
Telephone: (403) 268-2331

**Camrose**

Mr. Blaine Alexander,
Economic Development Officer,
City of Camrose,
5204 - 50 Avenue,
Camrose, Alberta
T4V 0S8

**Drumheller**

Mr. Jim Macleod
Alderman
Chairman, Economic Development
City of Drumheller
P.O. Box 430
Drumheller, Alberta
T0J 0Y0
Telephone: (403) 823-6300

**Edmonton**

City of Edmonton
Edmonton Economic Development Authority
2410 Oxford Tower
10235 - 101st Street
T5J 3G1
Phone: (403) 424-7870
Contact:
Mr. Allan G. Bleiken,
General Manager

Mr. W. Lang Walker,
Director of Economic Development

Mr. Glen B. Morine,
Manager - Industrial Development

Mr. Allan Shields,
Manager - Industrial Development

**Fort McMurray**

Mr. John Parsons
Development Officer
City of Fort McMurray
9909 Franklin Ave.
Fort McMurray, Alberta
T9H 2K4
Phone: (403) 743-7883

**Grande Prairie**

Mr. William Anderson
Director
Grande Prairie Economic
Development Office
10011 - 103 Avenue
Grande Prairie, Alberta
T8V 1B9
Phone: (403) 539-3410

**Leduc**

City of Leduc
P.O. Box 187
Leduc, Alberta
T9E 2Y1
Phone: (403) 986-2261
Contact:
Ms. Susan Middlemiss
Economic Development
Co-ordinator

**Lethbridge**
Mr. Dennis O'Connell
Economic Development Director
City of Lethbridge
300 Deveta Place
410-9th Street South
Lethbridge, Alberta
T1J 0P6
Phone: (403) 329-4914

**Lloydminster**
Mr. Fred Maybe
Executive Director
Economic Development Authority
c/o Chamber of Commerce
May Mall
Lloydminster, Sask./Alta.
S9V 0T8
Phone: (403) 825-4390

**Medicine Hat**
Mr. David A. Cormier
Manager
Economic Development Department
City of Medicine Hat
City Hall, 580 - 2nd Street S.E.
Medicine Hat, Alberta
T1A 0C7
Phone: (403) 526-5971

**Red Deer**
Mr. Alan Scott
Director
Economic Development
City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4
Phone: (403) 347-4421

**St. Albert**
City of St. Albert
5 St. Anne Street
St. Albert, Alberta
T8N 1E8
Phone: (403) 459-1570
Contact:
Mr. Peter Martin,
Manager of Economic Development

**Wetaskiwin**
Mr. John VanDoesburg,
Economic Development Officer,
City of Wetaskiwin,
Box 6266,
Wetaskiwin, Alberta
T9A 2E9

# APPENDIX III

## Cities, Towns and Villages of Alberta

**CITIES**

City of CALGARY
City of CAMROSE
City of DRUMHELLER
City of EDMONTON
City of FORT McMURRAY
City of GRANDE PRAIRIE
City of LEDUC
City of LETHBRIDGE
City of LLOYDMINSTER
City of MEDICINE HAT
City of RED DEER
City of ST. ALBERT
City of WETASKIWIN

**TOWNS**

Town of AIRDRIE
Town of ATHABASCA
Town of BARRHEAD
Town of BASHAW
Town of BASSANO
Town of BEAUMONT
Town of BEAVERLODGE
Town of BLACK DIAMOND
Town of BLACKFALDS
Town of BON ACCORD
Town of BONNYVILLE
Town of BOW ISLAND
Town of BOWDEN
Town of BROOKS
Town of BRUDERHEIM
Town of CALMAR
Town of CANMORE
Town of CARDSTON
Town of CARSTAIRS
Town of CASTOR
Town of CLARESHOLM
Town of COALDALE
Town of COCHRANE
Town of COLD LAKE
Town of CORONATION
Town of CROSSFIELD
Town of DAYSLAND
Town of DEVON
Town of DIDSBURY
Town of DRAYTON VALLEY
Town of ECKVILLE
Town of EDSON
Town of ELK POINT
Town of FAIRVIEW
Town of FALHER
Town of FORT MACLEOD
Town of FORT SASKATCHEWAN
Town of FOX CREEK
Town of GIBBONS
Town of GLEICHEN
Town of GRAND CENTRE
Town of GRANDE CACHE
Town of GRANUM
Town of GRIMSHAW
Town of HANNA
Town of HARDISTY
Town of HIGH LEVEL
Town of HIGH PRAIRIE
Town of HIGH RIVER
Town of HINTON
Town of INNISFAIL
Town of JASPER
Town of KILLAM
Town of LAC LA BICHE
Town of LACOMBE
Town of LAMONT
Town of MAGRATH
Town of MANNING
Town of MAYERTHORPE
Town of McLENNAN
Town of MILK RIVER
Town of MILLET
Town of MORINVILLE
Town of MUNDARE
Town of NANTON
Town of OKOTOKS
Town of OLDS
Town of OYEN
Town of PEACE RIVER
Town of PENHOLD
Town of PICTURE BUTTE
Town of PINCHER CREEK
Town of PONOKA
Town of PROVOST
Town of RAINBOW LAKE
Town of RAYMOND
Town of REDCLIFF
Town of REDWATER
Town of RIMBEY
Town of ROCKY MOUNTAIN HOUSE
Town of SEDGEWICK
Town of SEXSMITH
Town of SLAVE LAKE
Town of SMOKY LAKE
Town of SPIRIT RIVER
Town of SPRUCE GROVE
Town of ST. PAUL
Town of STAVELY
Town of STETTLER
Town of STONY PLAIN
Town of STRATHMORE
Town of SUNDRE
Town of SWAN HILLS
Town of SYLVAN LAKE
Town of TABER
Town of THREE HILLS
Town of TOFIELD
Town of TROCHU
Town of TURNER VALLEY
Town of TWO HILLS
Town of VALLEYVIEW
Town of VAUXHALL
Town of VEGREVILLE
Town of VERMILION
Town of VIKING
Town of VULCAN
Town of WAINWRIGHT
Town of WEMBLEY
Town of WESTLOCK
Town of WHITECOURT

**VILLAGES**

Village of ACME
Village of ALIX
Village of ALLIANCE
Village of AMISK
Village of ANDREW
Village of BARONS
Village of BEISEKER
Village of BENTLEY
Village of BERWYN
Village of BIG VALLEY
Village of BITTERN LAKE
Village of BLACKIE
Village of BOYLE
Village of BRETON
Village of CARBON
Village of CARMANGAY
Village of CHAUVIN
Village of COALHURST
Village of CONSORT
Village of COUTTS
Village of CZAR
Village of DELBURNE
Village of DONALDA
Village of DONNELLY
Village of EDBERG
Village of EDGERTON
Village of ELNORA
Village of FERINTOSH
Village of FOREMOST
Village of FORESTBURG
Village of GALAHAD
Village of GIROUXVILLE
Village of GLENDON
Village of HINES CREEK
Village of HOLDEN
Village of HUGHENDEN
Village of HUSSAR
Village of HYTHE
Village of IRMA
Village of IRRICANA
Village of KITSCOTY
Village of LINDEN
Village of LOMOND
Village of LONGVIEW
Village of LOUGHEED
Village of MANNVILLE
Village of MARWAYNE
Village of MIRROR
Village of MYRNAM
Village of NAMPA
Village of NEW NORWAY
Village of NEW SAREPTA
Village of NOBLEFORD
Village of ONOWAY
Village of PLAMONDON
Village of ROCKYFORD
Village of RYCROFT
Village of RYLEY
Village of STANDARD
Village of STROME
Village of THORSBY
Village of WABAMUN

Village of WANDERING RIVER
Village of WARBURG
Village of WARNER
Village of WASKATENAU
Village of WILLINGDON

Hamlet of FORT VERMILION

Municipality of CROWSNEST PASS

COUNTY OF STRATHCONA #20
(Including Sherwood Park and Scotford)

Note: Municipalities on this list are those for which Tourism and Small Business has a Community Profile

# APPENDIX IV

## Alberta Foreign Offices

**New York**

Alberta Government Office
23 Floor, General Motors Building
767 Fifth Avenue
New York, NY 10153
U.S.A.
Telex Number: 12-6905

**Houston**

Alberta Government Office
1425, 5444 Westheimer Road
Houston, Texas 77056
U.S.A.
Telex Number: 00792139

**Los Angeles**

Alberta Government Office
703, 510 West Sixth Street
Los Angeles, CA 90014
U.S.A.
Telex Number: 0067-4157

**London, England**

Alberta House, 1 Mount Street
London, England W1Y 5AA
Telex Number: 51-23461

**Hong Kong**

Alberta Government Office
Room 1004B
Tenth Floor, Tower 1
Admiralty Centre, 18 Harcourt Road
Central, Hong Kong
Telex Number: 802-61961

**Tokyo**

Alberta Government Office
17th Floor, New Aoyama Building West
1-1, 1-Chome, Minamiaoyama
Minato-ku
Tokyo 107, Japan
Telex Number: 72-28543